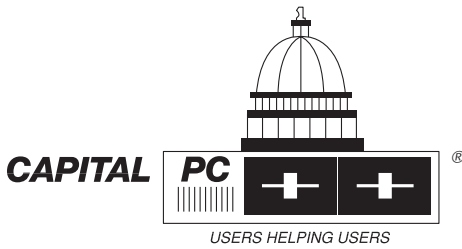


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The Monthly Magazine of the Capital PC User Group, Inc.

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MONITOR

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Virginia, non-metro	(703) 319-0069

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(continued from page 2)

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Articles must be received at least six weeks before publication. All articles are subject to editing. Five dollars of the membership fee is for a subscription to *Monitor*.

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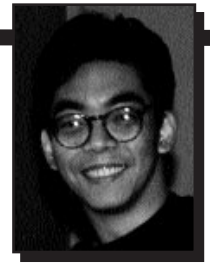
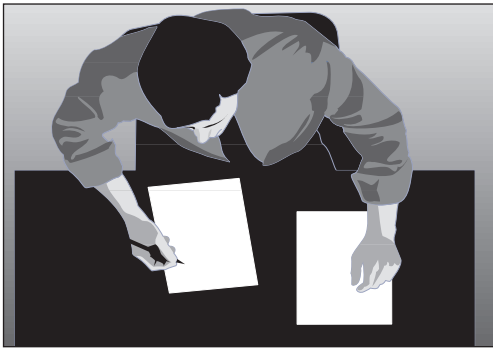
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Publishing Post

by Eldon Sarte

It's been a heck of a year.

Some of you already know that I ran full-force into a brick wall of health problems last December about a week-and-a-half before Christmas (my first immediate reaction: "But I haven't finished my shopping yet!" I never did). Now, almost a year later, I've recovered enough to start shopping again; even better, at least for me, I'm well enough to resume my responsibilities as *Monitor* editor. . . . I sure have missed it.

Despite my absence, you've continued to receive each monthly issue due mainly to the help of two outstanding members: Richard Biffel, who's one of our executive editors as well as product reviews coordinator, and Alan Blandamer, my predecessor. They picked up the pieces and pumped out issue after issue of pretty darn good material *without having to call me once* about the magazine. And all that despite having to deal with what I am sure were their already busy schedules. Richard even managed to work in the birth of his new son, John Anton (I'm sure Richard's wife, Heidi, helped too). Congratulations, Richard and Heidi, and welcome John!

Of course, neither Richard nor Alan would've been able to do much without the help of all our other editors and writers and everyone else who help get the *Monitor* into your hands each month. A big, big, BIG thanks to everyone! All of you probably helped expedite my recovery, helping me realize that I wasn't really indispensable. To all, my deepest thanks.

So what have I been doing the past year besides going in and out of hospitals? Surfing the

Net. I even managed to hookup my laptop to that mess the George Washington University Hospital calls a phone system (I couldn't quite figure out what the system considered a "local" call . . . everything was long distance!). Fortunately, I didn't have to do much wrangling with the GWUH phone system; I've been back at home since June. . . .

. . . but that's where I've been since then. And that's where I'll probably be for a while. In this latest chapter of the Information Age, being able to "work" does not necessarily translate to being in tip-top physical shape or condition. One doesn't even have to be close. And *that* I am truly thankful for. Just a few short years ago, I doubt that someone in my current condition (recovering, but quite a ways to go) would have been able to resume working as I've been able to. Sure, microcomputer technology already existed then, but the Internet, as it is today, did not. And the Net has made all the difference in the world.

It's allowed me to keep in touch with practically everybody I've cared to keep in touch with. And it gave me the opportunity to wander

out at will, albeit electronically, past the very real physical boundaries of my home. Believe me, for someone like me, there is nothing subtle about the benefits of being Net-wired. Just being actively involved with a medium that lets one tap into the thoughts, activities, and *lives* of other people makes all the difference in the world.

And now, it even allows me to *make a living*. Where once it was necessary to drag one's body to some distant office to be "in business," now all one really has to do is slide over to the old computer and turn it on. The Net has truly been a boon for us "undraggables." So can you imagine what the Net can do for you, who I assume is in much better shape than I am? It is therefore understandable why the Internet plays such a prominent role in the first installment of my new column, *SOHO Solutions* (for you Small Office/Home Office folks), which begins this issue.

Need proof of how the Net lets people like me work and be productive? You're holding it. This issue was put together with me communicating with everyone through the Internet. Files, even page proofs, went through the Net. Although I'd dearly love to be able to see everyone face-to-face, it's just not happening anytime soon. At least now, I'm back in the game again, thanks to technology.

Of course, the Net's only as good as your Internet connection. Fortunately, I have one, through CPCUG's own members-only cpcug.org domain, which is physically with Digex but managed by Millkern Communications (read Millkern's report to our Board of

Directors in this issue, which gives you a little history plus an idea of where things are heading).

I've been using cpcug.org for some time now, and I won't kid you by saying that everything's been great and perfect. It hasn't; there most certainly have been problems. But they've generally been dealt with quickly and more than acceptably.

Bottom line is that there's nothing in my CPCUG job description that requires me to use cpcug.org. It's not even a freebie; I pay for my account out of my own pocket. And now, faced with the tons of available alternatives out there for Internet service, I still choose to stay with cpcug.org. It simply still makes sense for me, my money, and

my non-CPCUG work. And based on Millkern's report to the BOD, it appears that cpcug.org will continue to be my domain of choice.

Well, that about does it for 1996. Although the year will be memorable to me for all the wrong reasons, it pretty much guarantees that 1997 will be so much better. I hope you all have an equally exciting new year to look forward to.

Oh, before I get smacked upside the head for complaining too much about 1996, I'll also remember '96 as the year that I got married. By the time you read this, I should already have survived the experience. (No, this won't be happening through the Net; I'm showing up personally for

this one.) It was scheduled for May, but getting married from a hospital bed wasn't exactly picture-perfect. This scaled-down, upcoming wedding still won't come close to being photogenic, but at least I'll be *standing*. Thankful for little things.

Happy Holidays everyone!❖

Eldon Sarte is a consultant on the development of technical and computer technology publications, from editorial content to production and design. He can be reached voice at (703) 426-0617, by fax at (703) 426-0615, by e-mail at esarte@cpcug.org, or through the Web at <http://www.cpcug.org/user/esarte>.

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President's Notes

by Greg Smith

The holiday season is here in full force. All the parties, good food, good friends and good wishes really makes this a very good time of year. Too bad it has to be cold but that makes the fireplace feel so much better. My sincerest wishes that your holiday season is safe, happy, and full of friends and family.

So what is it that makes being around friends and family so nice? It's being around people you feel comfortable with. People that you share common experiences and interests with. People who accept you for who and what you are. I like to think that this describes people in CPCUG as well. I like to think and I'm sure there are many who would agree, that CPCUG is very much like a close knit neighborhood where people know each other and help each other out.

There are a lot of people who have made lifetime friends through CPCUG. Friends whose friendship went beyond computers. These types of relationships are very special and there are very few places that you will find so many opportunities to meet and make new friends as in CPCUG.

So how do you meet people in CPCUG? There are so many places to meet people in CPCUG that describing them all would take the whole column. The CPCUG event calendar is a great place to start and the SIG (special interest group) reports can give you an idea about what is going on in the SIG meetings. What you won't find in the SIG reports though is the conversation and camaraderie that happens at the coffee machine, or browsing

the giveaway table.

So you have a friend that you would like to share CPCUG with. This is the perfect season to take advantage of a CPCUG gift certificate. With a gift certificate for a CPCUG membership you can endorse yourself to that friend or family member who you know would really enjoy the organization. Just call the office and speak to Lynne and she will get you all set up. We'll either mail the gift certificate to you or to the person you wish. Remember that CPCUG membership is a family membership so you are really giving a family gift and not a just an individual one.

Speaking of family, do you know someone who has a teenager that would be interested in learning more about computers? Lillian Milliner, the Maryland Vice President, has arranged for a computer camp for teens 14 and up to be held during the holiday break between Christmas and New Year. This is a free camp as Lillian has arranged for all expenses to be paid by sponsors. This is a first for CPCUG and will be quite an event.

This is one of the many things that CPCUG is looking to do to provide more services to you the member. I have appointed a committee to review our membership and make

recommendations to Board of Directors as to what services CPCUG should concentrate on providing given the resources we have. Unfortunately we have a limited amount of resources which include both financial and people resources. Given these limitations we need to make sure that we are providing what we can the best that we can. I look forward to this report in hopes that it will provide direction for the Board to pursue in improving our membership services.

Speaking of committees, it's that time of year again. Time that we start to look at who will be leading CPCUG next year. A nominating committee consisting of Ann Dorsey, Diane Cohen, and Bill DeRouche has been formed to search out and provide nominations for candidates for election to the Executive Committee. The Executive Committee consists of the President, First Vice President, Virginia Vice President, Capital Area Vice President, Maryland Vice President, Treasurer, and Secretary. If you would be interested in any running for any of the positions, then please contact the nominating committee chairperson, Ann Dorsey, either in a message to her on the MIX or at the Internet address nomcom@mix.cpcug.org.

Serving as President this year, I can tell you that there is a lot of satisfaction in working with all the fine people who step up to make CPCUG work. These people are truly practicing the "users helping users" motto of CPCUG. The only requirement for running for office is membership. So if you've

thought about working for the organization in a position where you don't have to be a computer specialist or really know anything about computers at all then this is your opportunity.❖

Greg Smith is a computer consultant to The World Bank. He is involved in networking and providing various levels of computer integration and support. He can be reached at (301) 869-5443 evenings or on the MIX in the CPCUG conference or at gsmith@cpcug.org on the Internet when he's not backing the station wagon up to Toys "R" Us for the yearly December haul.

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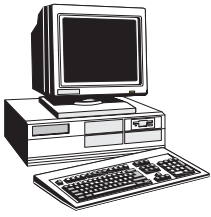
1997 CPCUG EXECUTIVE COMMITTEE ELECTIONS

Nominations for the 1997 Executive Committee are being accepted by the Nominating Committee, by email (nomcom@mix.cpcug.org), or by telephone (Ann Dorsey, (301) 320-7984), through December 31, 1996.

The CPCUG elective offices are:

- President
- 1st Vice President
- Capital Area Vice President
- Maryland Vice President
- Virginia Vice President
- Secretary
- Treasurer

Elections will be held in February 1997.



Capital PC User Group Activities

December 1, 1996–January 11, 1997





Capital PC User Group Activities

January 12–February 8, 1997



PLEASE COPY AND POST THIS CALENDAR ON YOUR OFFICE BULLETIN BOARD

- All SIG and General Meetings are free. SIGs meet at the Capital PC User Group offices on Monroe Street in Rockville unless otherwise noted.
- All meetings at NIH are held in the Clinical Center, Building 10. General Meetings are held in the Masur Auditorium and others are held in the Lipsett Amphitheater.
- Send e-mail to Barbara Conn at bconn@cpcug.org regarding the calendar.
- For updates—Web: <http://www.cpcug.org/user/comm/>
MIX: Notice Conference (47)
Phone: General Meeting information: (301) 762-6775.

Program Notes

General Meeting: Monday, December 9, 1996, 7:00 p.m., NIH Masur Auditorium

SALSA for the Desktop, a database for non-programmers, from Wall Data



Training Notes

Compiled by Peggy Ireland

Gosh, I've been so involved with tying up the loose ends on November's Meet CPCUG 1997 Seminar that it is hard to think about what is going on in December. Amazing how quickly the holiday seasons sneak up on you, and before you know it, it's another year.

The Meet CPCUG 1997 Seminar has been a perfect example to me of what CPCUG stands for. It's been a great model of "Users helping Users." Everyone has really pulled together to make this seminar a success and to make folks more aware of all the things our organization has to offer. It's great to see all the networking and educational opportunities that are offered by our various Special Interest Groups (SIGs). And taking some of the many volunteer opportunities with the MIX, the *Monitor*, the Helpline, Training, and around the office, also offers great networking and educational opportunities. Despite having been a member for a number of years and being very active with CPCUG, I'm still finding lots of new benefits of membership myself.

Speaking of seminars, we have some great ones coming up. This month's seminar on December 21 will be on Intranets. The folks at IntraACTIVE, who wrote the book *Intranets Unleashed*, will be giving the seminar. They will also be providing, as a door prize, a copy of their 900-page reference book which explores every concept and technology that might be found on a company's Intranet. The book includes a CD-ROM containing Intranet software developed by the authors, plus a complete online guide with more than 100 links to sites relating to each section of *Intranets Unleashed*.

I've had the opportunity to see a little preview of IntraACTIVE's software, InTandem™, and was quite impressed. Even if you are not in a career situation where you are

currently using or responsible for an Intranet, this technology is worth knowing about. It's no longer the wave of the future; it is what's going on now, and it's impressive. IntraACTIVE's website can be found at <http://www.intraactive.com>.

In January, we're fortunate enough to have Rex Jaeschke back again to do an Overview of Java. Those who have attended any of the seminars Rex has given for us will attest to what a fantastic presenter he is. Rex is a consultant, author, and leader and designer of seminars. He is also Chairman of the ANSI C Standards committee X3J11, participant on the ISO C committee SC22/WG14, observing member of the ANSI C++ Standards committee X3J16, Contributing Editor for *NT Developer* and *VC++ Professional*, Founding Editor of *The C Journal* (renamed *The C/C++ Users Journal*), and author of numerous books on C and C++.

And in February, the folks from Discovery Toys will be doing the seminar. Other planned topics for upcoming seminars include PC security, Linux/Unix tips and tricks, and software design with the folks from Human Factors International.

We also have some exciting things going on with our offered courses. As I write this, we are working on arrangements with the folks at ME TEC to allow CPCUG to use their facility on West Gude Drive in Rockville to offer hands-on training courses. This is going to allow us to offer more classes, as well as classes on weeknights and

weekends on top of the weekend classes we currently offer. The next step, of course, is to look for other facilities like this and our facility at 51 Monroe Street that would be more convenient for you Baltimore and Virginia folks.

One of the more exciting things going on this month is the mini computer camp for youngsters 14 and older. When putting this program together, our Maryland Vice-President, Lillian Milliner, sought out corporate sponsors to fund it so that it will be offered to the youth for free.

We have several new courses coming up in 1997, including a "Train the Trainer" course. A request was made to each SIG to provide either a course or a seminar in the upcoming year, so we should be seeing a lot of fresh ideas and resources from our SIGs. As always, we are grateful for more volunteers for training and ideas for new courses.

I'm constantly amazed by how many folks at CPCUG have made substantial career changes facilitated by opportunities discovered while volunteering with CPCUG. I don't know whether others would mind being listed or not, but I can tell you that CPCUG was instrumental in my move from scanning groceries in a Safeway store to working for MindSpring, the fifth largest (at least according to the August issue of *BoardWatch* magazine) national Internet Service Provider.

And there are more than career opportunities available. I don't want to sell you short on the fellowship and camaraderie I have found with this group. But the interesting and perhaps frightening part of this is that I was a member for many years before I ever decided to volunteer for anything. I hate to think about missing at least half the fun all those years. Hope you're not making the

same mistake. Hmmm, perhaps I should save this thought for next month's column. Let's see, suggested New Year's resolution: I will volunteer at CPCUG. . . . Talk with you next year!❖

Peggy Ireland has years of experience providing user support as part of the Information Services group for a major retailer. Over the past several years, she has become an expert on many aspects of the Internet. She is the Baltimore/Washington, DC Territory Manager for MindSpring Enterprises, Inc., <http://www.mindspring.com>. She can be reached at (301) 423-4526, ireland@cpug.org, or on the MIX in the TRAIN conference.

We Need Your Assistance

If a trainer or speaker in any class, seminar or meeting uses a word or

concept that you do not understand, please raise your hand or interrupt us. We are committed to the concept of communications and if we are not communicating to you, our clients, we need to know that. Your ideas and comments are welcome. Please join the TRAIN conference.

Registration

All classes require registration. Exceptions to this are the free Saturday and Sunday Seminars at NIH Lipsett Amphitheater, and all Pre-BUILD Seminars. There may be an optional handout available for reproduction costs. Make your check payable to CPCUG and mail to:

Capital PC User Group, Inc.
Director of Training
51 Monroe Street, Suite PE-2
Rockville, MD 20850

Phone registration will be accepted only when paying with VISA or MasterCard!!! Call (301) 762-5216 on Tuesdays or Thursdays and speak with Frank Anoskey to register by phone. Please DO NOT call the instructors for class registration!

Please register at least six days prior to the class. Advance registration ends at 1 p.m. on the Thursday prior to the class. You are considered registered when payment has been received.

Classes are subject to cancellation one week prior to the class date. We cannot always notify registrants of class cancellations.

Please check the NOTICES conference on the MIX or check with the instructor for any changes in scheduling.

Prices listed for classes are REGULAR and MEMBER RATES. To receive the MEMBER RATE you

Registration and Information

Location Codes

- LIPSETT = Lipsett Amphitheatre, NIH, Clinical Center, Bldg. 10. Parking is free under the building.
- MONROE = Irving W. Samuels Meeting Room, 51 Monroe St., Rockville. Parking under the building is free in the evenings and on weekends.

Registration

To assure your place in a class, register at least six days prior to the class. Advance registration ends at 1 p.m. on the Thursday prior to the class. To register fill out the Training Registration Form. Send it, with your check, to 51 Monroe Street. For more information about a specific class call the instructor. Classes are subject to cancellation one week prior to the class date.

Guidelines

- Phone registration will *only* be accepted when paying with VISA or MasterCard.
- DO NOT call the instructors for class registration.
- You MUST register in advance to receive the Member Rate.
- Unless specific arrangements are made in advance regarding your inability to attend, "no-shows" will forfeit the course fee. To be rescheduled into another class, contact the office at (301) 762-9372 or leave a message at (301) 762-9374.

*Member Rate

To take advantage of the Member Rate for a course you must register in advance. You are considered registered when payment has been received.

Notice of Class Cancellation

We cannot always notify registrants of class cancellations. Please check the NOTICES conference on the MIX or check with the instructor for any changes in scheduling.

Training Registration Form

(Not for the BUILD YOUR OWN PC)

Class Name: _____

Class Date: _____ Member Number: _____

Fee Amount Enclosed: _____

Non-members check here: _____

If you complete and enclose a membership application with the \$35 Capital PC User Group annual membership fee you may register using the Capital PC User Group member rate!

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number (Daytime): _____

Please send the fee and the registration form to:

Capital PC User Group, Inc.
Director, Training & Education
51 Monroe Street, Plaza East Two
Rockville, Maryland 20850
Training Phone (301) 762-5216
FAX (301) 762-9375

need only to provide your membership number when you register in advance.

Location Codes

Lipsett = Lipsett Amphitheater, NIH, Clinical Center, Bldg 10. Parking is free under the building.

Monroe = Irving W. Samuels Meeting Room, 51 Monroe St, Rockville. Parking under the building is free in the evenings and on weekends.

TECH RATING CODES:

- ★ For the beginner, no experience necessary and no prerequisites.
- ★★ Assumes some basic familiarity of the subject but is not a technical course.
- ★★★ Assumes that the student is somewhat familiar with the subject and will discuss some technical material.
- ★★★★ Assumes that the student is competent in the material and will be a technical discussion.
- NR No rating. A general overview course.

BEGINNING COURSES

BASIC BASIC OF PC'S FOR VERY BEGINNERS

Course #1000

Description: This course will provide a good place to start for those who wish to begin learning about computers. It will provide an overall picture of PC's and their uses, an introduction to computer concepts, and a clarification of fundamental ideas behind them. It will cover basic terminology and answer such questions as "what is an operating system?", "what does 80386 stand for?", "what is the difference between a floppy disk and a hard drive?" and "what is a spreadsheet?" The purpose of the course is to bring the student up to speed enough to know what questions to ask when shopping for a computer. It will provide information neces-

sary to understand a typical computer advertisement, and provide a good foundation for taking other computer courses, and interchange of ideas with others. **PRIOR REGISTRATION FOR THIS CLASS IS REQUIRED.**

LOCATION: Monroe
INSTRUCTOR: Marty Shinko,
301-253-1743

TECHNICAL RATING CODE: ★
REGULAR RATE: \$30
MEMBER RATE: \$15
DATE: 12/07/96 (Saturday)
TIME: 1:00 p.m.-4:00 p.m.

HARDWARE CLASSES AND WORKSHOPS

BEFORE YOU BUILD OR BUY YOUR NEXT PC

Course #2100

Prerequisite: No hardware experience required. *Description:* This seminar is for those who are ready to build or to buy their next PC. You will learn about memory, monitors, CPU's and BIOS. Extensive discussions about pricing and vendor issues. Vendors will be present to answer your questions. You **MUST** attend this Seminar in order to register for the next Build Your Own PC Workshop because you will be assigned your mentor at this Seminar. **PRIOR REGISTRATION FOR THIS SEMINAR IS NOT REQUIRED.**

LOCATION: Lipsett
INSTRUCTOR: Contact Charlie Dunbar
(703) 451-4502

TECHNICAL RATING CODE: N/A
PRICE: Free (Optional \$7 for handout)
DATE: TBA

BUILD YOUR OWN PC

Course #2500

Prerequisites: Completion of the Before You Build Or Buy Seminar. No soldering and no prior hardware experience is required. *Description:* You will bring your components to the Workshop and you will build your 486 or Pentium under the watchful eyes of hardware experts.
NOTE: Do Not Use The Registration Form For This Class.

Registration for this Workshop is done at the Seminar Before You Build or Buy.

LOCATION: Monroe
INSTRUCTOR: Contact Charlie Dunbar
(703) 451-4502

TECHNICAL RATING CODE: N/A
PRICE: \$75
DATE: TBA

OPERATING SYSTEMS/APPLICATIONS COURSES

A DOS PRIMER

Course #3000

Prerequisites: This is a hands-on class for people with some keyboard experience. No prior knowledge of DOS is required. *Description:* The basic DOS commands will be covered including creating directories, copying, deleting and backing up. **PRIOR REGISTRATION FOR THIS CLASS IS REQUIRED.**

LOCATION: Monroe
INSTRUCTOR: Richard Washington
(202) 708-2885 (Day)
(301) 649-3562 (Evening)

TECHNICAL RATING CODE: ★
REGULAR RATE: \$40
MEMBER RATE: \$20
DATE: 12/15/96 (Sunday)
TIME: After the Beginners SIG meeting (approx. 3:30 p.m.)

INTRODUCTION TO FOXPRO

Course #3200

Prerequisites: This is a hands-on class for people with some keyboard experience. No prior knowledge of FoxPro or databases is required.

Description: Students will learn how to create databases, append, edit, and delete records from the database files which they create. They will also learn how to sort and index database files. **PRIOR REGISTRATION FOR THIS CLASS IS REQUIRED.**

LOCATION: Monroe
INSTRUCTOR: Richard Washington
(202) 708-2885 (Day)
(301) 649-3562 (Evening)

TECHNICAL RATING CODE: ★

REGULAR RATE: \$40
MEMBER RATE: \$20
Date: 12/15/96 (Sunday)
Time: 6:00 p.m.

OPERATING SYSTEMS/ APPLICATIONS COURSES

INTRODUCTION TO ACCESS

Course #3250

The purpose of this course is to introduce you to ways to apply Access to your day-to-day micro-computer work. Access is a database management program for the Windows environment on IBM and compatible computers. It is produced by Microsoft Corporation. Access is compatible with most of the database programs on the market such as dBase and Paradox. This course is divided into six main sections: introduction to databases, general maintenance functions, database design, searching, indexing, and reporting. The terminology and concepts provide a base for Access "literacy". The course is designed for the first-time Access user.

Objectives

1. Become familiar with the terminology and major functions of a database management system (DBMS)
2. Edit existing, add new, and delete old database records
3. Design and create a database system using Access
4. Search the database for particular information
5. Sort the database to view it in different orders
6. Design and run a report on the database file.

PRIOR REGISTRATION FOR THIS CLASS IS REQUIRED.

LOCATION: Monroe

INSTRUCTOR: Rick Shaddock
(703) 486-2222 (Day)

TECHNICAL RATING CODE: ★

REGULAR RATE: \$40

MEMBER RATE: \$20

DATE: TBA

COMMUNICATION CLASSES

GETTING STARTED WITH YOUR MODEM

Course #4025

Description: This course will prepare you for the installation, hook-up

and configuration of modems and communication ports, and demonstrate the use of communication software. The instructor will cover basic communications concepts. Purchasing guidelines, with an overview of available hardware and software, will be offered. The material should prove helpful to users planning to attend follow-on courses, such as "Communicating With The Mix", #4100 and "Getting Along With Your Modem", #4050. Students are requested to bring at least two high density formatted diskettes (3" or 5") to class for the purpose of copying some useful shareware programs. PRIOR REGISTRATION FOR THIS CLASS IS REQUIRED.

LOCATION: Monroe

INSTRUCTOR: Gerhard Postpischil
(703) 938-1928

REGULAR RATE: \$40

MEMBER RATE: \$20

DATE: TBA

COMMUNICATING WITH THE "MIX" (CPCUG'S BBS)

Course #4225

Prerequisite: Basic familiarity with a PC keyboard and some basic knowledge of data communications is required. You should have your modem attached and your communications software installed on your PC before attending this class so that you can immediately apply what you learn in class. (There will be homework!).

Description: This class steps you through signing on to the MIX, handling messages, uploading and downloading files. PRIOR REGISTRATION FOR THIS CLASS IS RECOMMENDED.

LOCATION: Monroe

INSTRUCTOR: Fred Holmes
(703) 560-5234(H)
(703) 841-3441(W)

TECHNICAL RATING CODE: ★★

RATE: Free

DATE: 01/04/97 (Saturday)

03/01/97 (Saturday)

TIME: 1:00 p.m.-4:00 p.m.

INTRODUCTION TO INTERNET

Course #4400

Online demonstrations of what Internet is, what you can do on it, and how to get on. Have you been wondering what all that http://stuff is? Want to know the

difference between a shell and ppp? Want to know why or if you should be on the Internet? This is the place to find your answers. Topics include email, special interest discussion groups, library research and "surfing the Web". PRIOR REGISTRATION FOR THIS CLASS IS REQUIRED.

LOCATION: Monroe

INSTRUCTOR: Peg Ireland
(301) 423-4526

TECHNICAL RATING CODE: ★

REGULAR RATE: \$40

MEMBER RATE: \$20

DATE: 01/03/97 (Friday)

TIME: 1:00 p.m.-4:00 p.m.

CPCUG.ORG: FIRST STEPS ON THE INTERNET

Course #4410

Covers the basics of signing on to and using a CPCUG.ORG account for the first time. We present a guided tour of the CPCUG.ORG menu with emphasis on sending and receiving mail and how to get HELP, if you need it. Getting help includes the basics of reading and writing to USENET newsgroups (bulletin boards) of value to novices and using TALK to chat with others online. We will briefly introduce the Unix Shell, including a demonstration of editing a file. Attendance will be limited to ten students. PRIOR REGISTRATION FOR THIS CLASS IS REQUIRED.

LOCATION: Monroe

INSTRUCTORS: Randy Steer
(202) 395-3164 (W)
(202) 745-5932 (H)
Mike Kirk
(301) 776-5127
Darryl Dennis

TECHNICAL RATING CODE: ★★

REGULAR RATE: \$30

MEMBER RATE: \$15

DATE: 12/14/96 (Saturday)

TIME: 10:00 a.m.-1:00 p.m.

CPCUG.ORG: NEXT STEPS

Course #4415

Picks up where (CPCUG.ORG: First Steps On The Internet—Course #4410) leaves off. This includes the basics of using "data surfing" tools like Gopher, FTP, Archie and Lynx; learning how to find and subscribe to interesting "newsgroups", and some useful tricks in our standard

(continued on page 26)



Mailing Labels and Form Letters Made Easy

by Gene Gould

In the October 1996 issue of the *Monitor*, Paul Shapiro told you how to create 3-line mailing labels using only QBASIC in his "Microletter 93" column. People who have not used mailing labels or form letters may not realize what a time saver they are. If you do not already have it, and it is likely that you do, the software to produce them deserves space on your hard drive, and the knowledge to use them is worth the small amount of time it takes to learn.

As an example, a member of the family died recently. The widow discovered that within a month prior to his death, her husband entered 3-year subscriptions to 12 different magazines at a cost approaching \$1,000. She wasn't interested in any of them. In addition, he was on the mailing list of seven different outdoor and camping catalogs which she wanted to stop. Without a computer, or with one but without the knowledge of how to use form letters and mailing labels, the solution would require manually writing 19 letters and addressing 19 envelopes. A 3-line QBASIC program for mailing labels solves only part of the problem.

The cost of laser printers and color inkjets have fallen to the point where dot-matrix, pinfed printers, which we all know and love, are rapidly becoming a thing of the past. Mailing labels of the stick-on variety are only necessary if you are using a pinfed, dot-matrix printer. If you have either an inkjet or a laser printer you can print the address directly on the envelope if you wish. But producing the labels on either pinfed or laser/inkjet sheets, or printing the addresses on envelopes, is easy.

Solving the problem of stopping the magazines and catalogs required two short letters, one to the magazines and one to the cata-

logs. The letter to the magazines asked for a refund for unused subscription money. The one to the catalogs just asked to be removed from the mailing list. For the sake of simplicity, I made two separate mailing lists and created the form letters which contained the addresses. I then used the mailing list to address the envelopes. Total elapsed time for the entire job, including the printing of 19 letters and envelopes all individually addressed, was less than an hour.

Holiday Newsletters are becoming increasingly common every year. Instead of the typical "Dear Family & Friends" salutation, which is what we always receive, how about personalized names on each letter? Like "Dear Mark and Muffy."

I've always hated addressing envelopes more than sending the greeting cards, and for the past few years I've used mailing labels for the addresses. Believe me, my wife has taken full advantage of this approach. This year, with the inkjet, I'll address the envelopes directly, and the address will contain an appropriate graphic and a fancier font. It will probably look like Figure 1.



Figure 1

Where to Begin

The first step in conquering the mailing label/form letter hurdle is to understand the software applications you are now using. It is very likely that you already have the software to do the job.

Are you a whiz with WordPerfect, AmiPro, or MS Word? If your PC came with Microsoft Works, either the DOS or Windows version, you are "label ready." To the best of my knowledge, all of the smaller, personal "integrated" applications—such as MSWorks—that contain a word processor, a spreadsheet, and a database, are able to produce form letters and labels.

Of course, the big office suites like Microsoft Office, its WordPerfect equivalent (whoever owns it today), and other packaged programs of this sort, are powerful tools and will produce "junk mail" along with the best of them, including presorting and bar codes in many cases.

Many of the graphics programs, such as Broderbund's Print Shop Deluxe that came bundled in a short version with my HP inkjet printer, do a great job with form letters and labels. The sale price of this program with rebate is currently \$19.99, less than the asking price of any shareware program worth anything I have seen in years.

The catalog of a local computer superstore has 10 different PC Database/Mailing List programs ranging from \$20 to \$60. The expensive ones do very fancy things and are overkill for normal home use.

I use different ones for different purposes, including the MS Works form letters/labels feature, Labels Unlimited, and Print Shop Deluxe. The truth is, by importing the clipart back and forth, and with Windows fonts available to all of the applications, I can create the same label in either of the programs, but it does provide variety. Labels Unlimited is the only one I have that will include bar codes on the labels.

Basic Terms

To understand the basics of labels and form letters, there are a few

terms to learn that are important. PLACEHOLDERS is the key to labels and form letters and designate the place where the data from the list, or database, is placed. It also defines what information goes where. On a form letter, a typical heading with placeholders would look like this:

```
<<First Name>> <<Last Name>>  
<<Address>>  
<<City>>, <<State>> <<Postal Code>>
```

Dear Mr. <<Last Name>>:

The information that is placed in these "placeholders" in your document is obtained from a database or address list, which contains the information in special sections called "fields." In this case, your mailing list (database) contains fields that are named: First Name, Last Name, Address, City, State, and Postal Code.

In the case of the salutation, you can be formal and say Dear Mr. <<Last Name>>, or be informal and say Dear <<First Name>>. In the formal version, if you have some Mrs. or Ms. in the list, it may be a problem, and you are stuck with Dear Mr./Ms.

[EDITOR'S NOTE: Software-permitting, you may also choose to create and use a field named Salute, or something similar, in your database to contain and place salutation data.]

A standard database, as is used in MS Works or similar programs, normally has two views: a List View and a Form View. Figure 2 is the List View of an address list database. After designing a database form by naming the fields and allocating field width, I usually work in the List View. The Forms View is shown in Figure 3.

In addition, special reports can be produced that only use selected fields from the entire database. Figure 4 is the menu used to select the fields from the database to be used in the report.

To produce the mailing label itself, it is necessary to define the size of the label, and specify whether



Figure 2



Figure 3



Figure 4

you are using pinfeed or laser forms. Laser forms are single sheets of labels and are also the ones used in inkjet printers. Figure 5 is what a typical Print Screen setup for a sheet of labels, three across with vertical spacing of 1 inch and horizontal spacing of 3.5 inches, looks like.

For some reason, mailing labels seem to be a bugaboo for a lot of people. It is my theory that one of the main reasons is that when documentation in book form came with programs, the tech writers did a poor job of explaining how to use them. From there, it's been downhill all the way since the only instructions are now mostly in online help files or online manuals.



Figure 5

I became a beta tester for MS Works for DOS v3.0 because I had written a sarcastic letter regarding the instructions for mailing labels in the manual for version 2.0. As I remember, I referred to it as “techno-gibberish” or “techno-babble.” I can use MS Works to do the job and include graphics in the address, but frankly, it is a little less bother to click the icon for Print Shop Deluxe, which came free with my printer, and seeing the Menu in Figure 6.



Figure 6

If I wish to build a new mailing list for an invitation, family reunion, greeting cards, or any number of things, the entry form for Mail List, Figure 7, has already designed the



Figure 7

database to be used, and it is ready to put it in which ever label design and size I choose. Figure 8 shows the list of laser labels that are available for use without adjustments.

It is simple to include small graphics, and on larger labels you can even include fancy borders. All of the fonts that are available in Windows applications can be used. Figure 9 is a sample of a finished product.

The message for the holiday season is: don't be afraid of form letters and labels. They're easy, they're fun, and the next time your club, church, synagogue, or other organization needs someone to produce a newsletter, send meeting notices, or anything else where mailing lists or form letters are the answer, amaze your friends and confound your enemies. Just jump right in and volunteer.

*[D]on't be afraid of
form letters and labels.
They're easy, they're fun. . . .*

Personal Computers cost a lot of money. I paid as much for the one on which this article is being written as we paid for our first new car, a 1952 Ford Fairlane four-door sedan. For the younger set, in 1952 the Fairlane was the deluxe model. Ours was two-toned. Computers are powerful tools, and it makes sense to learn how to do as many things as possible with them. They will do a lot more than make letter writing easier and deal a hand of solitaire. Besides mailing labels and form letters, learn to use databases and spreadsheets while you're at it. They are an important part of your PC toolkit and belong there right along side your word processor.

Happy Holidays to all members of CPCUG and their families from Gene Gould, and wife and chief editor, Juanita. ♦

Gene Gould, a member of CPCUG since April 1993, and one of our regular software reviewers, retired from the Boeing Company in 1991. He was the manager in charge of office leasing and facilities management of leased offices for Boeing Computer Services in the Eastern half of the United States from 1979 until his retirement.

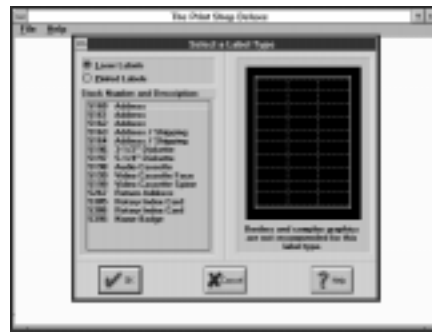


Figure 8



Figure 9

Computers for Teachers

The Computers For Teachers (CFT) project collects computer equipment in working order, and provides functioning machines to local schools. If you or your firm would like to contribute, please contact the CPCUG office for small donations, or Carol Hyatt at (301) 948-3748 to arrange for pick-up of larger donations. You may also leave a message on the Member Information eXchange (MIX) bulletin board in the EDUC conference. Donations are tax deductible.

During the period that the local Giant and Safeway stores are holding promotions, CFT also collects register tapes. Boxes for the deposit of register tapes have been placed in the CPCUG office at 51 Monroe Street, Rockville.

Insert Internet Access Full-Page Ad
Pickup from November issue



Look What We've Achieved Together: A Report to the CPCUG Board on the CPCUG.ORG Internet Domain

by Bob Mills, Millkern Communication

This report was presented to the CPCUG Board of Directors at its August Board meeting by Bob Mills of Millkern Communications. Millkern Communications is under contract to CPCUG to administer and perform account management services for the cpcug.org Internet domain.

CPCUG makes no money from the cpcug.org domain nor do we provide funds for its continued operation. The people who make up the cpcug.org support team are all CPCUG members who have volunteered to assist people in using the Internet services available with the cpcug.org accounts.

While this report is factually accurate, it is not intended to represent the position or opinion of the CPCUG Board of Directors. It is printed here only as a point of information to describe the growth and current state of the domain and how it has changed since its inception.

—GREG SMITH, CPCUG PRESIDENT

Working together, CPCUG and Millkern Communications have achieved an impressive growth in CPCUG's private Internet domain, cpcug.org. We can realize additional growth, reflective of pleased users, if we continue working together to adapt to the changing market. In this report to the CPCUG Board of Directors, I offer my perspectives on how this can be done.

Following some background information, I will review the growth of the cpcug.org domain. I confess to considerable pride here. Our growth is indicative of a cooperative effort by both CPCUG and Millkern. Still, CPCUG and Millkern need to implement more positive changes if we are to sustain the growth we desire. So in this report, I'll outline steps Millkern has taken to continue our growth. And I'll take the liberty of suggesting several CPCUG actions.

Some Background

Millkern Communications is a value-added reseller of Internet services to members of organizations such as CPCUG. In an agreement signed March 18, 1994, CPCUG granted Millkern the right to act as its agent to establish and operate a private domain. No payments were made (or are made) from CPCUG to Millkern, or from Millkern to CPCUG.

Millkern arranged with an Internet service provider, Digital Express (DIGEX), to establish the cpcug.org private domain. Millkern paid for a Sparc 2 computer for use on the domain. The Sparc 2 had 30 MB of RAM and 1.27 GB hard

drive space for user files. Later, Millkern paid for 2.94 GB of additional hard drive space. When the number of cpcug.org users grew beyond the capacity of the Sparc 2, Millkern paid to replace it with a Sparc 5 having 115 MB of RAM and 5.9 GB of hard drive space.

CPCUG, through its Director of Internet Services, has responsibility for executive supervision of the cpcug.org domain. CPCUG also is responsible for designating members of the User Support Team for cpcug.org. Currently, there are 14 exceptional volunteers who are highly dedicated to the CPCUG motto: "Users Helping Users."

Millkern is responsible for the day-to-day administration of the domain, including the addition and termination of subscriber accounts. Millkern receives payments from individual users and sends DIGEX a monthly check. We act as the communications conduit with DIGEX regarding the cpcug.org domain.

Each month, we collaborate with CPCUG's administrative office in sending membership renewal reminders to people who are within two weeks of having their CPCUG membership expire. In accordance with the CPCUG/Millkern agreement, Millkern closes cpcug.org accounts when a user's CPCUG membership expires. Often, this motivates people to get their renewal payments into CPCUG, and we are able to reopen the account.

Millkern offers free accounts to members of the User Support Team. We also provide free accounts for CPCUG training, for administration of the Capital PC User Group, and for group communications with the CPCUG Board of Directors. Servers are provided for CPCUG's Gopher and World Wide Web. Free Web space is offered to each of CPCUG's Special Interest Groups (SIGs). "Local" newsgroups, designed for cpcug.org users, are provided.

In order to give the initial support team an opportunity to become familiar with services to be provided, Millkern gave members free accounts on another Millkern domain before the cpcug.org domain was up and running. When

cpcug.org was finally established, the User Support Team, and especially Rich Schinnell (you may remember him; he was then the CPCUG president) and Henry Noble (who was the CPCUG Director of Internet Services) helped detect system bugs. Henry Noble made a number of other contributions, such as writing the code for the CPCUG Main Menu, which is still used today for Shell accounts.

The first cpcug.org users were beta testers who were given two months of free access to assist in finding remaining bugs. We thought we were ready for paying customers on May 1, 1994. But that "May Day" turned out not to be a very auspicious beginning. The system crashed! Unfortunately, it was a Saturday, and we had trouble contacting DIGEX to reset our computer. The system crashed again on Sunday. We all were dismayed. Millkern announced that no fees would be charged for that month of May. Partly at Millkern's insistence, DIGEX established a "Hot Line" that was available to Millkern seven days a week, 24 hours a day for such problems.

Millkern Communications is a relatively young company. We incorporated in the fall of 1993. Now almost three years later, we have yet to realize a profit. As the *Wall Street Journal* reported in an August 23, 1996 article, profit margins are thin for everyone in this industry. However, I believe Millkern will become profitable soon, and that we have good prospects for reasonable growth.

Growth of the CPCUG.ORG Domain

Eventually, the number of cpcug.org users began to grow. By October 1994, there were 322 users on the domain. By April 1995, there were 737 users. The number peaked at 950 users about December 1995. Since then, the number of users has dropped slightly to about 910. The "churn" rate for the domain (i.e., the percent of users who leave) has remained steady at 2-3% per

The average new cpcug.org user has less computer experience than his/her predecessor. This means that installation and launching of TCP/IP software needs to be as simple and easy to use as possible.

month. This is a low rate for our industry.

During that same time frame between October 94 and December 95, CPCUG's membership shot up by almost 800 people after hovering around 4,700 in the previous four years. I don't have the latest CPCUG numbers, but I believe CPCUG's membership peaked at about the same time the number of cpcug.org users peaked, and has declined somewhat since then as the number of cpcug.org users has slumped. Thus, it is fair to suspect that the cpcug.org Internet domain brought CPCUG a number of new users. As some of those users have left cpcug.org, they also have left CPCUG. That makes the growth of the cpcug.org domain of interest to CPCUG's leaders, and that is the primary reason why I have prepared this report for the CPCUG Board of Directors.

To what can the initial growth of cpcug.org be attributed? Consider fees first. Other service providers charged \$230 to \$250 per year for Shell accounts in the spring of 1994. Millkern charged \$186 per year. Most service providers offered the same services with their Shell accounts; they were essentially commodities. However, Henry Noble's menu-of-services helped distinguish our domain. It assisted users in choosing from among the various Shell services provided (e.g., e-mail,

newsreaders). CPCUG's users-helping-users type of user-support also was a noteworthy attractor for the cpcug.org domain.

In the early days of the cpcug.org domain, graphical access to the Internet wasn't important. SLIP and PPP accounts were used by only a few, avant-garde users. But as the World Wide Web became pervasive on the Internet, graphical access became increasingly important. Millkern tried, but was unable to lower its fees for SLIP and PPP accounts. DIGEX was unwilling to lower the fees they were charging us.

Millkern and CPCUG, however, did introduce two innovations that kept up growth. Millkern purchased a site license for TIA (The Internet Adapter), and made it available to cpcug.org users at no additional charge. TIA, as many of you know, makes a Shell account behave like a SLIP or PPP account without significant loss in performance. With TIA, cpcug.org users could now have graphical access to the Internet without paying the more expensive SLIP/PPP fees.

Graphical access to the Internet requires installation of TCP/IP software on users' machines. This increases the challenge for access to the Internet, especially for inexperienced users. Larry McGoldrick, CPCUG's current Director of Internet Services, made an outstanding contribution to diminish this problem. He developed SLIPKIT, which not only installed TCP/IP software, but also "preconfigured" that software for use on cpcug.org with TIA. It was an important contribution which received many well deserved accolades from cpcug.org users, as well as from others around the world.

What caused the slump in cpcug.org's growth rate? Eventually, competitors began offering lower fees. Some offered accounts for \$9 per month or lower. Frankly, I don't believe those fees give a viable profit margin, no matter how efficient the business operation. Most of those competitors are no longer with us. Other service providers began offering PPP accounts without Shell accounts. Erol's, with an extensive marketing campaign, has been the most formidable.

Millkern's Changes

Let's compare current fees and services offered to cpcug.org users with those offered by Erol's. Millkern has lowered the fee for a "TIA with Shell" account on cpcug.org to \$13 per month, or \$156 per year. Depending on which advertisement you read or hear, Erol's yearly fee is between \$14 and \$16 per month, or between \$168 and \$192 annually. That averages to about what we charged when cpcug.org was first established.

True, Erol's offers lower fees for two and three years. But those fees require you to pay them up-front for the two or three years, and Erol's holds your money for those years. For the convenience of our users, Millkern prefers to offer options for one month, three months, six months and one year, but not for two and three years.

Erol's gives users a PPP account with no Shell account. Millkern gives users TIA with a Shell account. As mentioned earlier, TIA gives users the same graphical Internet access that SLIP/PPP offers with no important (in my opinion) exceptions or loss in performance.

For users who disagree with me and think TIA does not measure up to PPP performance, Millkern now offers two new types of accounts. They are described in my "News from the CPCUG.ORG Domain" feature article in the October 96 *Monitor*. One new account, called the "Bare Bones Account," offers only Dynamic PPP, without a Shell account. That's the same that Erol's offers. Our fee is \$126 per year, which works out to \$10.50 per month. A second new type of account, the "Dynamic PPP with Shell Account," costs \$210 a year, or \$17.50 per month. We look forward to cpcug.org users deciding what is important to them.

New users may not appreciate the value Shell accounts have as an ancillary to TIA or Dynamic PPP accounts. Soon, I hope to write an article on that topic to submit for publication in the *Monitor*. If any of you have thoughts on the subject, I'd appreciate your sharing them. Please e-mail them to bmills@millkern.com.

Back to the topic of competitors. Many service providers charge setup fees. Erol's charges a \$15 setup fee for all accounts not paid on a yearly basis. Millkern charges none for "TIA with Shell Accounts," "Bare Bones Accounts," or "Dynamic PPP with Shell Accounts."

Web space is becoming an important issue for many cpcug.org users. Compare Millkern's charges for Web space with Erol's charges. Millkern charges cpcug.org users a ONE-TIME charge of \$10 for individual space. Erol's charges \$95 per year for individual Web space, and \$295 per year for commercial Web space. Commercial Web space is available to cpcug.org users on another domain (millkern.com) for \$156 per year.

I give Erol's credit for the results they have achieved with their extensive advertisements in newspapers and on the radio. Luckily, Millkern does not need to go to that expense (which would have to be passed on to users). We plan to redouble our efforts to work closely with CPCUG, and communicate via channels such as the *Monitor*.

The average new cpcug.org user has less computer experience than his/her predecessor. This means that installation and launching of TCP/IP software needs to be as simple and easy to use as possible. With the concurrence of Greg Smith and Larry McGoldrick, Millkern now sends plug-and-play installed disks, called EmBarque, to a) new users, and b) users who have not successfully installed SLIPKIT. The EmBarque disks are intended to make installation easier, but are not intended to provide "updated" or "better" TCP/IP software than that provided by SLIPKIT. To date, 65 cpcug.org users have successfully installed EmBarque. I have volunteered to teach a CPCUG course to demonstrate the use of EmBarque for installing and using TCP/IP software.

Millkern's "Bare Bones" Accounts are provided by a new (for Millkern) wholesale Internet service provider called Infinite Data Source (IDS). These Accounts will be on a new domain called cpcug.millkern2.com. All other types of accounts are still

provided by DIGEX. So many of our users will benefit from improvements DIGEX implements.

DIGEX's Improvements

DIGEX has established a new coast-to-coast fast/broadband (T3) Internet backbone. As DIGEX puts it, "By minimizing the number of hops each packet will take to reach its destination, eliminating packet loss, reducing the number of network outages, and providing full clear channel T3 bandwidth coast-to-coast, DIGEX has created a network unparalleled to any." Benefits to cpcug.org users include reduced delays from network overload and improved reliability.

The private coast-to-coast backbone network is a step in DIGEX's intention to become a national service provider, competing with other national providers such as UUNet and Netcom. As a result, cpcug.org users will have access to an increasing number of dial-in points-of-presences (i.e., cities having local Internet access phone numbers). We have POPs now in the Greater DC area, Baltimore, Annapolis, NYC, NJ, Philadelphia, Wilmington, Pittsburgh, and Richmond.

Additional POPs are promised by DIGEX for cities such as Chicago, Los Angeles, Atlanta, Dallas, and Detroit. As we receive more information, Millkern will update our list of access phone numbers posted at the URL address of <http://millkern.com/numbers.html>

DIGEX has also been working with Bell Atlantic to upgrade their DC and Baltimore dial-in phone lines. The good news is that users having 28.8 modems can get true 28.8 connections on DIGEX's new phone numbers such as (301) 220-0511, (703) 207-0191, and (410) 487-5252.

The bad news is that as a large number of users are switching to these improved phone lines, there are too many busy signals on the new lines. DIGEX says all dialin phone lines will be upgraded to the same improved quality by fall. They also promise that the busy signal problem will be alleviated by September 1. Let's hope!

Recommendations for CPCUG

Recommendation 1: With the average new cpcug.org user coming to us with less computer experience, the services of CPCUG's User Support Team are becoming even more important. The number of members in CPCUG's User Support Team should be increased. The current team is doing a great job, but I believe we need as many as five new members to keep up with the increased demands. Except for the most recent addition to the Team, there has been some reluctance from current Team members to become familiar with EmBarque. The new members may be able to provide better assistance with EmBarque and other installation programs we are investigating for the future. Millkern will be pleased to offer them free accounts on cpcug.org.

More specifically, members of the Board could assist by recommending to Larry McGoldrick possible additions to the User Support Team. New team members should be skilled communicators, as well as have a good understanding of the Internet.

Recommendation 2: Erol's advertises "free installation and instruction by appointment." That one-on-one assistance looks very inviting to users with little experience. Could CPCUG consider doing something similar? CPCUG could choose to charge a fee, of course.

Recommendation 3: Has CPCUG considered establishing an electronic version of the *Monitor* on the World Wide Web to be updated monthly? Since the electronic version would be read by many who are not CPCUG members, the *Monitor's* readership would increase. It would also draw new members to CPCUG, and possibly to cpcug.org. Web space for the *Monitor* already exists, separate from the CPCUG Home Space.❖

For more information, contact Bob Mills, Millkern Communications, 966 Hungerford Dr., Suite 17A, Rockville, MD 20850. Phone: (301) 738-0097, Fax: (301) 738-7107, E-Mail: bmills@millkern.com.

WANTED



The *Monitor* is always looking for feature writers, columnists, product reviewers, illustrators, and photographers.

Product Reviewers, call Richard Biffel at (301) 927-8753.

Columnists, call Michael Kane at (202) 473-1409.

Everybody Else, call Eldon Sarte at (703) 426-0617.



Packard Bell Platinum Pro 755

by Greg Smith

One of the biggest problems that people face with respect to computers these days is in deciding what to buy. Let's face it, not everyone, in fact the vast majority, have neither the desire, skills, nor need to build their own computer. So, in order to have a computer, that leaves just a few options: go to a clone maker and have a computer build according to specifications, buy a pre-built clone, or purchase a computer pre-built by a name manufacturer.

There are a lot of people who just want to use a computer and not have to get involved with the details and sometimes confusing aspects of understanding what to specify to have a computer built, or to rely on the choice of components by a local builder. Now the decision is what brand to purchase and how a particular brand stacks up.

I was given the opportunity to review a Packard Bell computer. The model provided was a Platinum Pro 755, its current top of the line, with a Manufacturer's Suggested Retail Price (MSRP) of \$2,699 (no monitor; add \$350 for a 15" monitor, \$690 for a 17"). Unlike our usual practice for software product reviews, I did not get to keep the product. I found that this was a good thing; I didn't feel any obligation to either review the product in a preferential light or give it any breaks in the review. I

also felt it only fair that I review the product from the perspective of someone who is looking to purchase a pre-built computer and not one who has built dozens of high-end computers, and also to be thorough and look into the technical aspects of the hardware and the implications of the level and quality I found. Many people have felt that the Packard Bell brand is on the low end of the spectrum. This review will determine the validity of that viewpoint.

Specifications

The following list identifies the hardware in the Platinum Pro 755:

- 200 MHz Intel Pentium Processor
- 2.5 GB Western Digital Hard Disk
- 8X NEC CD-ROM
- 32 MB EDO RAM

- 256K Pipeline Burst Cache
- 3DGraphics/Video Accelerator (64 bit), 2 MB EDO Video DRAM
- Iomega internal Zip drive
- 33,600 bps fax modem with Full-Duplex Speaker Phone
- MediSelect panel
- BBE High Definition Sound Enhancement, 16 bit SRS 3-D Amphitheater Stereo Sound and Speakers
- Keyboard with Fast Media access Mouse and microphone
- 15" SVGA Monitor

Quite a list of hardware, especially the built in Iomega Zip drive. The software list is quite lengthy and really of little consequence to this review; all are off-the-shelf products with the exception of the Packard Bell titles. This includes a Navigator that sits on top of Win95 and an automatic sign-up for the Sprynet Internet service set up through Packard Bell. The operating system is Windows 95, and the major suite included is the Corel WordPerfect Suite 7, which includes: Corel Presentations 7, Corel Quattro Pro 7, and Corel WordPerfect 7. There is both Quicken Special Edition 5.0 and Microsoft Money for Win95. Also Microsoft Encarta 96 and CompuServe, AOL, and Prodigy online services.

The rest of the software includes various games and titles for kids and some other interesting titles like graphics programs and personal utilities. While there are some interesting software included that supplement the major packages, they shouldn't be the basis for a decision unless everything else is equal.

Unpacking and Setup

This is the aspect that many times will throw people into a fit. "Where does this thing go?" is a

frequent question asked during many system setups. This package had several features that assisted in putting the system together.

The first was on the box. As you open the box, there are diagrams and instructions on the box flaps that tell you how to unpack the equipment. How many people know the trick to opening a monitor box by first opening the flaps on the box, turning the box upside down, then lifting the box off of the monitor? These instructions are printed on the flap of the monitor box to help. Also, there are instructions on the CPU box on how to repack all the pieces should you need to either move the unit or send it back. A nice touch for those of us who can never remember how to put the packaging back together.

On the very top of the CPU box is a big instruction sheet giving step-by-step instructions for putting all the pieces together. All the connectors are color coded, so it is easy to put the jigsaw puzzle together. Also on this sheet is an introduction to the Packard Bell Navigator, the shell that runs on top of Win95 once the system is started. Also on this sheet are instructions on how to contact Packard Bell both electronically and by voice and mail. A nice touch for those people who still have questions.

As I put the equipment together, everything came together pretty easily. The only problem I ran into was in attaching the speakers to the monitor. The instructions were clear, but the mechanism for actually putting the screws in was awkward. I don't know how it could have been made easier, but because of the need to move the monitor around and use a guiding screw (provided), it was clumsy. However, I was able to accomplish it.

All in all the unpacking and setup was easy to do and uneventful with the exception of the speaker attachment. This process had clear, although brief, instructions that were helpful and easy to follow.

External Design

The aesthetics of the CPU unit are very good. It is a tower unit with a

Many people have felt that the Packard Bell brand is on the low end of the spectrum. This review will determine the validity of that viewpoint.

wide attached base to prevent tipping, I assume. The unit was obviously meant to be set on the desktop rather than the floor because the power-on and reset button were placed towards the bottom of the unit. If placed on the floor, they would be difficult to reach from a sitting position. The CD-ROM was placed at the top which is good for floor placement, but when placed on the desktop, it would be difficult to see the title of the CD in the drive when the drawer is open. I had to raise myself out of my seat slightly to see CD titles.

The monitor is pretty basic, and the controls are on the front of the unit and easy to access. The integrated design of the speakers is interesting but may affect the fit of the monitor into computer hitches. The speakers add three inches to both sides of the monitor.

The MediaSelect unit, discussed in more detail later, is convenient and readily accessible. It is a device which sits under the monitor and is attached to the mouse port of the CPU. The mouse is then plugged into the MediaSelect unit. The unit lets you switch between various functions, such as the TV tuner, the CD, the Internet, the voice mail, and the fax functions. It has a control panel that is positioned just under the monitor. If the monitor is positioned back from the keyboard, the control panel may be difficult to reach. I recommend that this unit be an attachment to the keyboard rather than located with the monitor. That's where your hands are anyway.

Overall, the external design is adequate. There are some opposing designs in the CPU unit as far as where it is intended to be placed, but nothing difficult. The MediaSelect panel could be better placed

with the keyboard, but it works in its design with the monitor.

Startup

System startup is fairly uneventful with just one confusing point that really doesn't matter that much. When the system is first started, there are a couple of informational items requested for Win95. The system is then rebooted. The second time the system starts, everything appears to go along fine until the system, once again and without warning or indication that it is going to occur, reboots again. This isn't anticipated and creates an impression that something's amiss. After the second reboot, everything starts up fine, and the system ends up in the Packard Bell Navigator.

The Navigator has a starting menu that provides for a brief tutorial on its operation. There is an opening menu with an audio narrative sequence. This menu comes up each time the Navigator is started unless it's disabled. There is also an option on whether or not to have the Navigator start when the system is started.

Once in the Navigator, there is an option to go to the Win95 interface. A point here that is annoying is that the "Welcome" screen appears every time I go from the Navigator to the Win95 interface, even though the check box to have it displayed on startup isn't selected. If an option is available and a particular condition is selected, then it should operate that way. This shows a lack of integration with the operating system.

For novices or beginning computer users, the startup is usually the most anxiety-filled. Not knowing what to expect leads to confusion as to whether what is occurring



The MediaSelect control panel

is supposed to happen or not. Also, when items are selected or deselected, then one expects those items to act as indicated.

Hardware

Opening up the case to get a view of the hardware reveals a pretty clean machine. Everything is in place and has a neat and orderly arrangement. There are two ISA slots, two PCI slots, and one ISA/PCI (can be used with either type of card) slot. There are three exposed (has a front panel) 5¼" half height drive bays and one 3½" exposed bay. Two of the three 5¼" bays are occupied by the CD-ROM and the internal Iomega Zip drive, which leaves one available 5¼" bay available. The 3½" bay is occupied by the 3½" floppy drive. So where is the hard drive, you ask? The hard drive is mounted vertically below the drive bay cage on the right side of the unit.

When I opened up the case, I saw the reason for the wide base that I mentioned before. The motherboard is positioned horizontally across the base. The expansion cards are inserted into a vertical daughterboard which makes them parallel to the motherboard. There are two cards installed: a combo soundcard and 33.6 modem, and a TV card, both ISA.

Investigating further on the curiosity I discovered, I found that the case is made of a plastic shell constructed around a metal frame. Different from the all metal cases I'm used to, and makes one wonder about the EMI. Upon closer inspec-

tion, I found that inside the cover's a thin metal sheet covering all the areas where the interior's open to cover. I assume that the addition of this metal sheet allows for the FCC Class B certification for the unit that the documentation states.

The motherboard has an integrated PCI IDE primary/secondary controller that controls the 2.5 GB hard drive and the 8X CD-ROM. The integrated video is identified as S3 Inc.

ViRGE PCI. There are four 72-pin memory slots that are occupied by four 4MB SIMMs for a total of 32MB RAM. The CPU has both a heatsink and a fan.

Overall, it is a nice looking machine and very well laid out. Major drawback is the design which is proprietary and prevents upgrades to the motherboard. For those people who won't be upgrading the machine but rather will most likely purchase a new machine when the newer technology (not "if" but "when") hits the street, this is not as much of a drawback. Like I said earlier, if you are one who isn't interested in working and tinkering with the hardware, then this isn't a problem, and you wouldn't care. If you do want to tinker with the hardware and upgrade the motherboard, then you are probably more the "build your own" or "have it built to specs" type. The proprietary nature of this machine is very common among brand name computers. Dell, Compaq, and IBM all have proprietary designs.

Even though the motherboard's design is proprietary, adding additional devices and expansion cards should not be a problem as the expansion slots and connectors are all of standard design. It should be quite simple to add a tape backup unit or another hard drive to the empty drive bay, or to add another expansion card, such as a card for a scanner.

I would rate the hardware aspect of the machine as acceptable given the comments stated above concerning the proprietary nature of the motherboard design. The design will accept hardware expansion,

but not motherboard upgrades. I didn't find anything in this area that was a problem.

MediaSelect

An interesting item included with the system is a panel that sits under the monitor allowing you to select multimedia functions by pushing a button. There is a channel selector for the included TV card; a message indicator that tells when there is a voice mail message waiting; a fax indicator shows you when there is a new fax; a phone button that activates the phone dialing program; a CD button which plays a music CD; an Internet button which activates the My Way Internet service, which in turn initiates the connection to the Spry Internet service; and a volume control. There are other buttons available for other Packard Bell services which are not included, such as an FM tuner and a scanner.

By selecting one of the buttons, the associated Packard Bell software is activated to perform the function selected. It only works with Packard Bell software, so you wouldn't be able to adapt it to other software; this is a negative as there will most certainly be other software in the future that will eclipse the functionality of the current versions of Packard Bell products.

This device is pretty interesting, and other manufacturers such as Compaq and Toshiba have implemented other designs based on the same concept. It is integrated pretty well with the system, but it should be able to work with other software. As I said before, I would also like to see the button panel moved to the keyboard rather than with the monitor. I often sit back from my monitor, to save my aging eyes, and it is a reach to get to the panel.

Operation

The machine operated to expectations for the level of hardware. There were no problems in the basic operation of the system, and all of

the software was installed correctly and ran with no problems. I only have three comments about the operation of the equipment.

First, there was a problem with recording sound into applications. Neither the Win95 sound recorder nor the phone message system would record sound. I know that the microphone worked because the speaker phone system worked fine, and the karaoke feature—where the mic input goes directly to the speakers—also worked fine.

Once I got hold of the tech support, after a few busy signals and a wait, they walked me through several diagnostic procedures. We finally ended up going through a process that reformatted the hard drive and reloaded all the software. This was accomplished by simply using a provided floppy disk and the “master” CD. The hard drive was reformatted and the entire software load was recreated. This fixed the problem, so it most likely was a corrupted file.

This was a rather radical fix, but since I didn't have any data on the computer, it really wasn't a problem. It's comforting to know that the entire hard drive can be rebuilt with the exception of data, so as far as a backup is concerned, it's already done on the CD. The only thing not on the CD would be any additional programs you add.

The second operational problem I found was the monitor display could not be extended all the way out to the edge of the screen. I could only extend the display to about 1/2" from the edge before what appeared to be a pincushioning effect became apparent on both sides.

The third comment is not really a problem but should be a consideration. When the system starts up and the option to go into the system setup is selected, the options available are rather limited in comparison to other systems. For instance, there are no options to adjust the wait states or any of the other chipset controls that may affect timing and compatibility of certain hardware and software. This could prevent some hardware from being added to the machine and some software from operating. These would most likely be rare situations

but are worth considering.

Documentation

In exploring the documentation, I really have only two comments. First, the documentation for the system and the installed software is all on CD. There are no manuals included except for basic setup and installation manuals for the unit. The main printed documentation is a manual that describes the features and functions of the Packard Bell specific items, but not for any of the other software.

This could be a problem; when I was reading the documentation on how to set the jumpers and so forth, the fact that the documentation was on CD prevented me from turning off the computer and looking at the hardware with a book in my hand to guide me. I guess I'm just old-fashioned that way. I do consider this a problem if you have to go through some sort of upgrade installation or troubleshooting of the machine, times when the computer should be off. Unless you have taken the time beforehand to print out all the appropriate text in the CD-based manual, then you have nothing to refer to. And what if you didn't print it all out and there was a section missing that you needed right in the middle of the process?

The second comment is that the CD documentation, with respect to diagrams about the case and external connectors, is inaccurate. The model I have is a tower unit, and the documentation shows and refers to a desktop unit. This could most definitely lead to confusion on the user's part.

Summary

Overall, I have to say that this is a nice machine. It has a good hardware foundation and incorporates what is current technology with respect to the hardware. The included software is made up of proprietary titles from Packard Bell and off-the-shelf packages, the Packard Bell titles showing some rough edges with respect to integra-



The Packard Bell Platinum Pro 755

tion with the operating system. Some aspects of the operation shows some problems. The monitor seems to have a design issue, and the sound recording problem shouldn't happen on a new computer.

Would I recommend this computer? Yes, with the following caveats.

This is not a computer to look for in terms of upgradability. If you buy this computer, it will not be capable of being upgraded to the next level. There are a few internal hardware upgrades that can be added, such as a tape drive or additional hard drive.

Don't buy on the basis of the included software packages. There is nothing special about the software; most of it is available off-the-shelf, and the others are either special minimum editions or proprietary titles, meaning that they are only available for Packard Bell machines.

Don't expect to use any exotic software or hardware that may have CPU/memory timing issues, as there is no capability to adjust these settings.

Does the machine deserve the reputation of being on the low end of the spectrum? No, I would have say that the perception is inaccurate for this particular model. This machine is a well constructed machine and worked within expectations with the aforementioned exceptions.❖

Greg Smith is a consultant to the World Bank. He works on various types of networking and system integration projects. He can be reached on the MIX in the CPCUG conference, at gsmith@cpcug.org, or at (301) 869-5443 between 6:00PM and 9:00PM weekdays, and between 10:00AM and 9:00PM weekends.

Training Notes *(continued from page 13)*

e-mail reader. Students will also see how to log onto other computers via the Internet, how to download files to the PC's and how to use a few basic Unix commands.

Prerequisite: Course #4410 or basic experience with "Unix Shell" Internet account. Attendance will be limited to ten students. **PRIOR REGISTRATION FOR THIS CLASS IS REQUIRED.**

LOCATION: Monroe

INSTRUCTORS: Randy Steer
(202) 395-3164 (W)
(202) 745-5932 (H)
Mike Kirk
(301) 776-5127
Darryl Dennis

TECHNICAL RATING CODE: ★★

REGULAR RATE: \$30

MEMBER RATE: \$15

DATE: 12/15/96 (Sunday)

TIME: 9:00 a.m.–12:00 noon

INTRODUCTION TO UNIX

Course #4420

This course assumes that you've dealt in some way with a PC before and that you'd like to learn enough about UNIX to interact happily with your Internet provider in general and CPCUG.ORG in particular. You will learn how similar Unix is to DOS in general, and what the particular differences are that might trip you up. Topics include: basic commands, pipes, redirection, file protections, shells, aliases, editors, & mailers. **PRIOR REGISTRATION FOR THIS CLASS IS REQUIRED.**

LOCATION: Monroe

INSTRUCTOR: Roger Raslavsky
(703) 450-6031

TECHNICAL RATING CODE: ★★

REGULAR RATE: \$40

MEMBER RATE: \$20

DATE: TBA

WINDOWS INTERNET CLIENTS (TIA/SLIP)

Course #4450

Description: This course will provide demonstrations and information on how to set up and operate SLIP/PPP and unix shell TIA Internet connections using the Windows graphical Internet clients contained in the CPCUG SLIPKIT.

This course is intended for those who have logged on to Internet previously and are ready to try new ways of doing things (Netscape, Eudora, and more using the Trumpet winsock TCP/IP manager). The SLIPKIT disks will be available at the class for an additional \$10 if you have not already downloaded them from the MIX. **PRIOR REGISTRATION FOR THIS CLASS IS REQUIRED.**

LOCATION: Monroe

INSTRUCTORS: Stuart Winokur
(301) 229-0654
Larry McGoldrick
larrym@cpcug.org

TECHNICAL RATING CODE: ★★

REGULAR RATE: \$40

MEMBER RATE: \$20

DATE: TBA

WORLD WIDE WEB: NETSCAPE

Course #4470

Description: The Netscape application is the Swiss Army Knife of the Internet. We will learn how to use Netscape as a browsing tool and as a searching tool. We will set up various viewers to automatically view files such as pictures, movies, and sounds. We will take a look at the structure of hypertext markup language files. You need a SLIP/PPP or direct Internet connection or a unix shell account using TIA to use Netscape. The basic SLIP/PPP/TIA setup is covered in another course. **PRIOR REGISTRATION FOR THIS CLASS IS REQUIRED.**

LOCATION: Monroe

INSTRUCTOR: Larry McGoldrick
larrym@cpcug.org

TECHNICAL RATING CODE: ★★

REGULAR RATE: \$40

MEMBER RATE: \$20

DATE: TBA

CREATING WORLD WIDE WEB PAGES

Course #4480

Prerequisites: Familiarity with Windows and the World Wide Web. *Description:* This is an introductory class for people who want to learn how to create attractive World Wide Web pages. It will cover the basics of creating web pages using the

HyperText Markup Language (HTML) and what programs to use in making the process easier. This course is NOT an intro to the Internet or the World Wide Web. **PRIOR REGISTRATION FOR THIS CLASS IS REQUIRED.**

LOCATION: Monroe

INSTRUCTOR: Dave Hennessey
(301) 652-1569

TECHNICAL RATING CODE: ★★

REGULAR RATE: \$40

MEMBER RATE: \$20

DATE: TBA

CREATING FORMS AND TABLES FOR WORLD WIDE WEB PAGES

Course #4481

Prerequisites: Either having taken and understood the Creating World Wide Web Pages class, or equivalent. This is not an Introductory class. You should be familiar with using HTML tags. Will cover what forms are used for and how to construct them, and how to create tables with HTML (using Netscape extensions). **PRIOR REGISTRATION FOR THIS CLASS IS REQUIRED.**

LOCATION: Monroe

INSTRUCTOR: Dave Hennessey
(301) 652-1569

TECHNICAL RATING CODE: ★★★

REGULAR RATE: \$40

MEMBER RATE: \$20

DATE: TBA

INSTALLING AND USING EMBARQUE SOFTWARE FOR GRAPHICAL INTERNET ACCESS VIA CPCUG.ORG

Course #5410

Prerequisites: Experience in using Windows 3.x or Windows 95 is assumed. Experience in using a modem and a communications program is desirable, but not required. *Description:* New users on CPCUG's Internet domain, cpcug.org, receive the EmBarque installation disks for graphical access to the Internet. Current users who have not successfully installed SLIPKIT can also request free EmBarque disks. The installation and use of EmBarque's TCP/IP software for e-mail, Web browsing, newsgroups, and other

applications will be demonstrated for current and prospective cpcug.org users. Copies of a) EmBarque disks, b) documentation for these EmBarque disks, and c) applications for new cpcug.org accounts will be available. PRIOR REGISTRATION FOR THIS CLASS IS REQUIRED. Class Limit: 20

LOCATION: Monroe
INSTRUCTOR: Bob Mills
(301) 738-0097

TECHNICAL RATING CODE: ★★

REGULAR RATE: \$40

MEMBER RATE: \$20

DATE: 12/21/96 (Saturday)

01/18/97 (Saturday)

02/15/97 (Saturday)

TIME: 1:00 pm-4 pm

SATURDAY SEMINARS

The Ins and Outs of IntraNets by IntraACTIVE, Inc.

IntraACTIVE will present an overview of the world of IntraNets from the perspective of objective researchers, authors and media; and as developers who are actively involved in and knowledgeable about the Web market and industry. Intranet software lets the members of an organization communicate, share information and collaborate in a secure environment, regardless of where they might be located or what combination of hardware and operating systems they may use.

They recently completed work on *Intranets Unleashed*, a 1,500-page comprehensive reference guide for Intranet development and use. The book examines every aspect of the Intranet industry: the history; underlying technology; concepts; vendors; products; market trends; and probable future developments. IntraACTIVE will be donating a copy of *Intranets Unleashed* as a door prize.

In addition to writing books, IntraACTIVE is a full service Internet/Intranet software and service provider. They have developed several premier, advanced technology, public Web sites for corporations, associations and other membership organizations, including the

World Wildlife Fund, the National Restaurant Association, Youth Service America, Cellular Telecommunications Industry Association and others. For more information about their products and services see <http://www.intraactive.com>.

LOCATION: Lipsett
DATE: 12/21/96
TIME: 9:00 a.m.-noon

An Overview of Java by Rex Jaeschke

We'll take a look at this hot new language and see how it stacks up against C, C++, and your other favorite languages. We'll also see how it can be used to build stand-alone applications as well as those intended to be used with a web browser. And you'll find out how to get up and running fairly cheaply. The coverage is not hardware or operating system-specific. Attendees will be expected to have a working knowledge of C, C++, or some procedural high-level language such as Basic, Fortran, or Pascal.

SPEAKER: Rex Jaeschke is a consultant, author, and leader and designer of seminars. He is also:

- Chairman of the ANSI C Standards committee X3J11.
- Participant on the ISO C committee SC22/WG14.
- Observing member of the ANSI C++ Standards committee X3J16.
- Contributing Editor for *NT Developer* and *VC++ Professional*.
- Founding Editor for *The C Journal*, now renamed *The C/C++ Users Journal*.
- Author of numerous books on C and C++.

For more technical information about this presentation or to discuss its suitability given your background, contact Rex in Reston, VA, at +1 (703) 860-0091 or at rex@aussie.com.

LOCATION: Lipsett
DATE: 01/18/1997
TIME: 9:00 a.m.-noon

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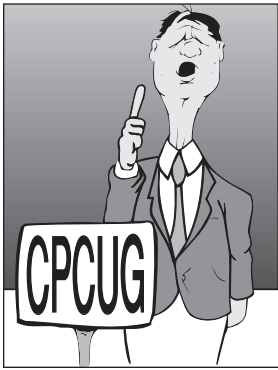
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Capital PC User Group, recognized by the I.R.S. as a charitable and educational foundation tax-exempt under Section 501(c)(3), encourages the financial contribution of all its members. Contributions may be tax-deductible. Please mail your most generous gift to Capital PC User Group, Plaza East Two, 51 Monroe Street, Rockville, MD 20850-2421. Make your check payable to "CPCUG."

You might also want to consider a contribution of appreciated securities or remember Capital PC User Group in your will or trusts. There are often tax advantages available by planning your current and future giving. To discuss planned giving opportunities, please contact CPCUG President Greg Smith by calling (301) 762-9372 or writing Greg at CPCUG headquarters.

Capital PC User Group's vital programs are needed now more than ever, with computer technology used increasingly in so many endeavors. Your generous financial support is critical to our success. All of us with Capital PC User Group thank you for your consideration.



Rich's Ramblings

by Rich Schinnell

One of our members wrote me a letter regarding the technical level of this column and others articles in the *Monitor*. I have to agree that many of my articles are a bit on the techie side, and hopefully we can get some additional members to write for this magazine to allow us to cover a variety of technical levels. Writing for the *Monitor* is sort of like the old chicken and egg syndrome: some members expect magazine reports on the latest and the greatest, while others just want to know how to use what they already have.

XT and AT class systems are still around and are probably more than enough to perform the work that some members need to do. Running WordPerfect 5.1 on anything faster than a 286 (AT class) machine is really not that big an improvement. Except if you're placing graphics in your document. The AT runs faster than anyone can type. I believe that, in the past, I've tried to express the opinion that, "if it's working, don't upgrade," or in plain English, if the machine you are using does what you want it to, then forget all the hype about the multimedia whizbangs that are out there being advertised. Don't read *PC Magazine*, *Computer Shopper*, or some of the other magazines which tell you that you're not a fulfilled computer user if you don't buy the latest and the greatest. Not everyone needs the latest Pentium Pro 200. <G>

Of course, I won't bring up one of my many "Rich's Rules": "Any computer that does not communicate with the outside world is less than a whole computer." There is another world out there for those of you brave enough to get your modem fired up. You'll find software patches for your programs that have that elusive undocumented feature (i.e., bug) that some World Wide Web page has the fix for; and real neat add-ons for your regular software that will amaze you and make you wonder how

you ever got along without them.

Many people are scared to download files to their computers primarily because someone told them once that he received a virus from downloading a file. That's another myth that keeps cropping up. Not that you can't get a virus from a program, but if you get your files from reputable sources, you're pretty safe. Besides, you do use the latest anti-virus program, don't you? If not, then download the latest free (for home use) F-PROT from our Members Information eXchange (MIX) BBS at (301) 738-9060. That should give you a reasonable warm fuzzy when you download files.

What is most important is that your computer must be reliable. It should be there when you want it and works the way you expect. Those of you who have to install every darn program that comes down the pike must expect your machine to just give it up at some point in time. I have seen users' AUTOEXEC.BAT files that would drive many of the techies wild. The best solution sometimes is to boot to the A: drive with a floppy and type `FORMAT C: /S`. (Big Grin here) :)

I had a member call me and complain that his computer would not allow him to install some program. I found out by asking the correct questions that he had most of his files in the C: root directory, and it already contained the maximum

number of allowable files in the root directory. It took a long time to finish a `DIR C:` since there were over 500 files in the root. There isn't any such limitation for files stored in a subdirectory. For ease of use and for your own sanity, I suggest that you install programs in logically named subdirectories. Many of the newer install programs suggest a directory name, and I recommend that you use the suggested name.

Once, I helped a member with his computer, and none of the directory names meant anything logical to me. DOS was stored in a `BIN` directory, and Windows 3.1 was in a directory called `GW` (which stood for, as near as I could figure, Graphic Windows <G>). The `BIN` subdirectory was named that because most of the files that come with DOS are binary files. Strange logic, but there are some who will violently disagree with me. But you are welcome to write your own column if you wish.

KISS means Keep It Simple Stupid

That advice is never more logical than with computers. Creating a monster of an `AUTOEXEC.BAT` file will eventually get you to the point where you won't remember what the heck each of the lines you put in that file mean. The smaller and less garbaged up your main two files (`CONFIG.SYS` and `AUTOEXEC.BAT`) are, the easier it will be to troubleshoot when you have problems.

Ignore all the lines that have `SET` in front as these lines are setting environmental variables for some program. Unless you start running out of Environment space, these lines really don't matter much to other programs or interfere with normal operation. The default 256

bytes of Environment space for your system usually is enough, but if you ever get the message "Out of Environment Space," then you will have to put the following line in your CONFIG.SYS:

```
SHELL=C:\DOS\COMMAND.COM/P /E:512
```

(The 512 is the new environment space allocation; you can put 1024 in there if you wish.)

Make sure that you have a copy of COMMAND.COM in your C:\DOS subdirectory.

Some people run out of environment space due to a PATH statement that has almost every subdirectory in the hard disk listed. Also, some install programs append their own subdirectories to the PATH statement, like the following:

```
PATH=C:\NEWPROG;%PATH%
```

This line puts the NEWPROG path at the front of your existing path. Some programs demand to have their home directory in the PATH statement, but not all really require it.

Every now and then you may want to take a look at your AUTOEXEC.BAT file and see what new and wonderful things have been added by some unknown install program. Prune the lines that you think can be eliminated, and ALWAYS do this with the :: or REM commands inserted in front of the line in your AUTOEXEC.BAT file. The REM means that a line is a *remark*, and the double colon (::) is a substitute for the REM command. It's cleaner, and DOS ignores everything that follows the :: on the same line. Use this to insert comments into your AUTOEXEC.BAT file.

Some consultants and other "wise" people have taken to putting the commands @ECHO OFF and CLS in their AUTOEXEC.BAT files. I don't agree and think that this isn't a good idea. If you receive an error in loading some file in your CONFIG.SYS, and the first line in your AUTOEXEC.BAT is CLS, your screen is cleared instantly, and you'll never be able to see that you had an error. Boot time is very critical because your operating system loads lots of drivers and other programs from your CONFIG.SYS and AUTOEXEC.BAT files. If one fails to

load, this will often impact on your use of the computer. This is a big reason why some program doesn't work or why you can't access your CD-ROM. Take those CLS and @ECHO OFF statements out of your AUTOEXEC.BAT. It's a small price to pay for the peace of mind knowing that your programs and drivers all loaded successfully.

The same member who wrote me about how technical my articles were had evidently read somewhere something that I'd always been preaching: Make a bootable disk for your machine with the basic boot files on it. This member created one, but did so for the B: disk drive. Bad move; none of the computers I've seen boot from B:. So, create a bootable disk, but it must be for your A: floppy drive. I will repeat these instructions again:

```
FORMAT A: /S
```

and then copy the following minimum files to the disk from your C:\DOS directory:

```
COPY C:\DOS\FORMAT.COM A:\
COPY C:\DOS\FDISK.EXE A:\
COPY C:\DOS\SYS.COM A:\
COPY C:\CONFIG.SYS A:\CONFIG.XXX
COPY C:\AUTOEXEC.BAT A:\AUTOEXEC.XXX
```

This will give you a warm fuzzy if you ever delete the COMMAND.COM or the hidden system files from your C: drive root directory. Watch out for the Windows File Manager as it will allow you to move or delete most any file on your hard disk. One member moved the hidden system files from his C: drive root directory to a subdirectory, and then he wondered why the machine would not boot from that point on. Luckily, he created an emergency boot disk following my suggestions, and things got back to normal pretty fast. Pays to listen. <G>

If your system requires a device driver for your hard disk, like Disk Manager or something like that, you should copy those files to your new floppy so that you can access your hard disk after booting from your floppy. Additionally, when you're all finished copying to your emergency floppy, you may want to open the disk's write protect tab (if

it's 3½"), so that if your computer somehow gets infected by a virus, you'll be able to reboot with this *clean* bootable disk. There is room on this disk to store the minimum F-PROT anti-virus files.

Last word and a hint from Rich for those of you who are using Windows95 and have installed it from a CD-ROM: In the subdirectory on the CD-ROM named \OTHER\MISC\ERU, you'll find a program that could give you a warm fuzzy, if you take the time to look at it. Copy the contents of this ERU subdirectory to a subdirectory on your hard disk. Take a minute and read the file ERU.TXT.

The Emergency Recovery Utility (ERU) is designed to provide a backup of your system configuration for use when your system has problems. It creates a backup of your most critical files, and ERD.EXE (which is created when you run ERU.EXE) prompts you to restore those backups. The files backed up include:

```
AUTOEXEC.BAT, COMMAND.COM,
CONFIG.SYS, ERD.EXE, ERD.INF, IO.SYS,
MSDOS.SYS, PROTOCOL.INI, SYSTEM.INI,
USER.DAT, AND WIN.INI.
```

ERU.EXE creates an AUTOEXEC.BAT (on your A: drive) which, when booted, will bring up the program ERD.EXE, and then allow you to restore critical files. Running ERU.EXE compresses these critical files onto a system formatted diskette in your A: drive. There will be underscores () in the middle of the file extensions. These are special compressed files, and will be expanded to the correct filenames when you boot this recovery disk and select which files to restore.❖

Rich Schinnell is the program director for Capital PC, its past president, and a general volunteer for CPCUG since day one. He is retired from the USN and Vitro Corporation and now does a bit of small business consulting on the side. He runs a BBS, which has been online since 1982, and really enjoys helping people get used to computers. His home page is <http://www.cpcug.org/user/schinnel>, and he can be reached by phone at (301) 949-9292 evenings between 6 and 9 p.m.

CALLING ALL ENTREPRENEURS, CONSULTANTS, AND ENTREPRENEURS-TO-BE!

Have you been too busy to attend the CPCUG General Meeting and several SIG meetings each month? But you'd still like to learn from experts and share information with others involved in computer-related small businesses?

How about an Entrepreneurs and Consultants SIG?

This SIG could have a broad rather than a narrow focus. Some months the meeting topic could be related to the focus of another SIG. There would be opportunities for joint SIG activities, SIG cross-fertilization and enrichment. Maybe three or four meetings a year would be more business than computer related. Depending on the needs of the participants, perhaps occasional meetings on the less computer-intensive topics could be held at NIH after the General Meeting.

Possible topics (check those of interest to you):

- | | |
|--|---|
| <input type="checkbox"/> Business Plan Software
<input type="checkbox"/> Accounting/Tax Software
<input type="checkbox"/> Contracts/Agreements Software
<input type="checkbox"/> Software for Marketing
<input type="checkbox"/> 99 Ways To Use the Telephone More Productively
<input type="checkbox"/> Working With Printing Companies
<input type="checkbox"/> Calendar/Schedule/Contact Management Software
<input type="checkbox"/> The Human Side of Marketing
<input type="checkbox"/> Project Management | <input type="checkbox"/> Internet Resources for Business
<input type="checkbox"/> SBA Programs
<input type="checkbox"/> Surviving Information Overload
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<input type="checkbox"/> Choosing/Managing Insurance Programs
<input type="checkbox"/> Grant/Proposal Development Software
<input type="checkbox"/> Business Reference CDs
<input type="checkbox"/> The Virtual Corporation |
|--|---|

Suggested additional topics:

Comments:

If the possibilities of an Entrepreneurs and Consultants SIG are appealing—please let me know by responding! We can make it happen!

	Yes	No
Are you interested in attending?	___	___
Are you interested in helping?	___	___
Are you interested in organizing?	___	___

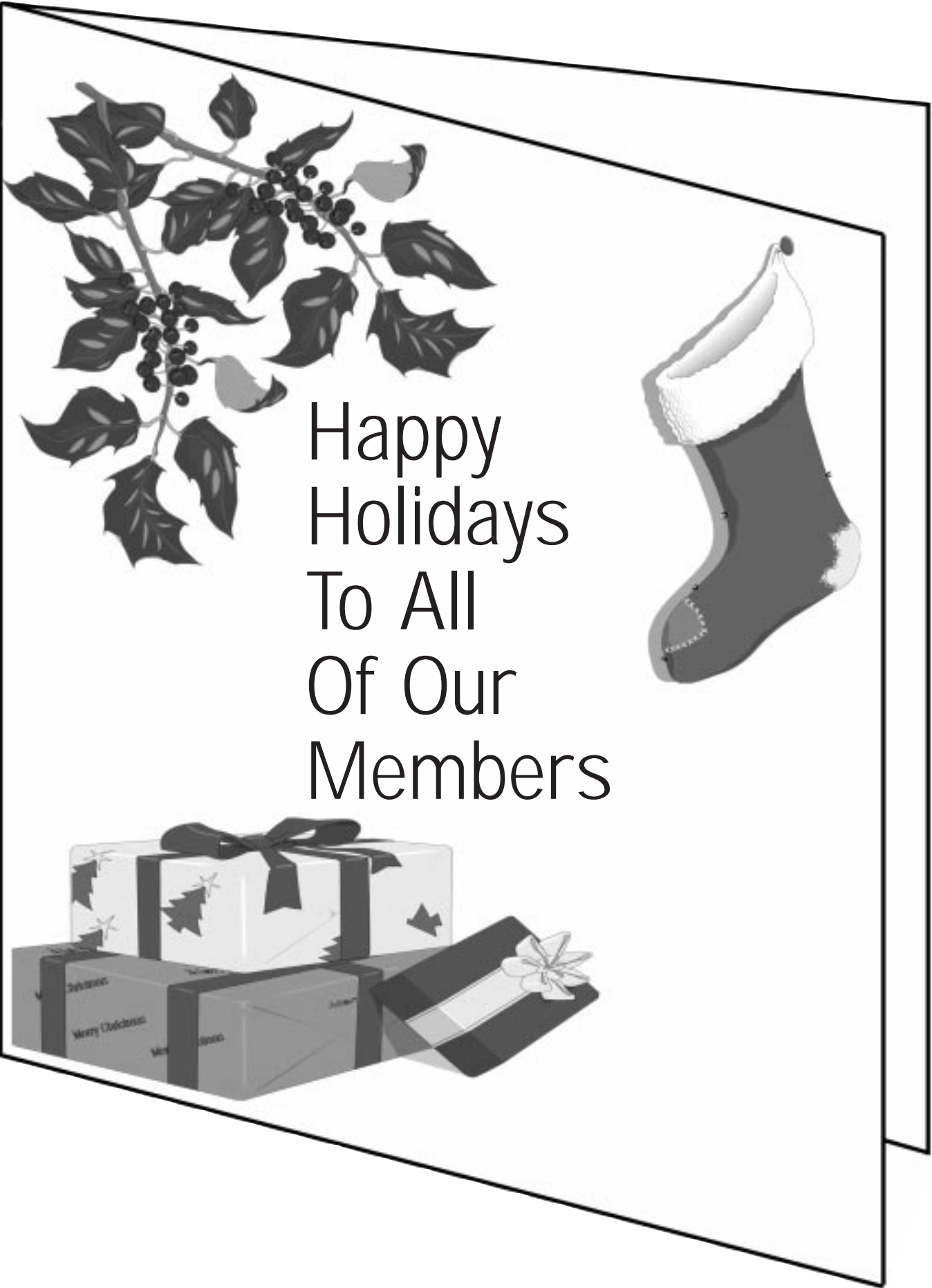
(If your answer to any of the above is yes, please provide a means of contacting you.)

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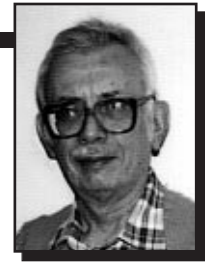
—Barbara Conn, *Director of Corporate Communications*



Happy
Holidays
To All
Of Our
Members



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



Microletter 95

by Paul Shapiro

Create an Icon

In our push-button, mouse-clicking society we use the many icons created for us to initiate programs. But what if we create or otherwise put a program on our hard disk for which there is no icon, or for which there already is an icon but we have a different preference for its representation?

We create our own.

Windows 3.1, among others, lets you do just that.

From File Manager select the New option, and from the resulting Window, choose Program Item. The Program Items Properties Window will then open and all you have to do is fill in the blanks. [see Figure 1]

Specify what text is to appear underneath the icon in the Description line. The line will scroll to the left in the Properties Windows if it is too long to fit the Window, but the text will be retained (note the missing "S" in the Figure).

To make the text more readable, inserting spaces will move the text to the next line under the icon.

Put the name of the executable program as the Command Line



Figure 1

entry in the Properties box.

Although the illustration includes the full path, that is not necessary.

The directory only is included on the Working Directory Line.

Should you like to initiate the program from the keyboard by pressing several keys simultaneously, use the Shortcut Key entry to do so. To assign those keys, note that initially the Shortcut Key: entry has the word None there. Position the mouse cursor at the end of that word and hold down the keys to define what you wish to use. For instance, by holding the shift, alternate, and "E" keys down simultaneously, and then letting go, the "None" is replaced by "SHIFT+ALT+E" automatically! After all, a computer should do some things automatically.

When you do this sort of thing a lot, you can easily forget what these shortcut keys (or "hotkeys") do for you. A convenient way to remind you is to add the reminder in the Description line discussed above. Then you will see under the icon that reminder.

Why have shortcut keys if you have an

icon? It has been my experience that several of my icons are used much more than others, so much more, that when I have a Window open that does not include the icon, I can just use the shortcut keys to open the file right away without fumbling around for the right Window.

This also has a down side. The number of hot keys can get so extensive that a document listing the hot key definitions may have to be prepared. I have done this with a spreadsheet because it is convenient to sort the items either by program name or by shortcut key: I use columns labeled CS, SA, CA, CSA, to note which key combinations are used for which programs. "CSA", for example, refers to the CTRL+SHIFT+ALT key shortcut. The sort helps me determine at a glance which combinations are unused when I want to assign a new key. Things can get hectic at times, but Windows does remind you when you try to assign key combinations already taken.

An excerpt from such a list might look like:

	CS	SA	CA	CSA
Eudora				e
Netscape		n		
Quattro Pro			q	
Semware Editor		e		
Word Perfect			w	

The idea is to make life simpler, use as few fingers as possible when forgoing the single-finger mouse click, and possibly use a phonetic aid, or perhaps the first letter of a word that might recall the reference from memory. Using "e" to refer to an editor and "e" above to refer to the first letter of a program name

leads to a typical conflict: it would take a conflict to make you want to hold three keys down at the same time while pressing a fourth key! It could drive you back to just using the icon!

Word Spellers

In discussing a nifty text editor recently that did not include a spell checker in its earliest versions, the remark was made that no text editor or word processor would ever be purchased unless it included a Spell Checker.

Dream on if you wish to be complacent about the so-called Spell Checkers used with your favorite word processor. Get out the dictionary and learn about homonyms and homophones as we did at a recent Beginners' Special Interest Group meeting one Sunday afternoon.

How many times have you used your Spelling "Checker" only to find that you wind up with no misspelled words, just wrong words in your document?

"I red this material over and over, pooled all my resources to make sure it was right, and then felt like jumping into a pool after seeing what happened. I saw read."

Words can sound the same but be spelled differently (homophones, like red and read) and spelling checkers don't seem to pick them up. For spelling purposes we can forget homonyms (pool has more than one meaning, including the game). How does a spell checker know that I am thinking "read" when I type "red"? Touch typists "think" the word by its sound before typing it and do have a problem. Since computer programs tend to follow in the long run the learning curves of its originators, I am sure spelling checkers will improve, at least to the point as some have, to including homophones as a choice when a homophone is recognized in a document: the checkers I use ignore homophones if they are correctly spelled, and so do you all too often (once is too often for me).

Computer programs are nice and are getting better all the time. But don't always think that Spell

Checkers are offering your intended spelling even if they say so or if you just wish it so!

Eudora Mailbox

One of the tediums in using the Internet e-mail application Eudora is in handling a large number of messages which can be categorized as falling in some grouping. Eudora automatically creates mailboxes such as In and Out for incoming and outgoing mail, and it permits creating other mailboxes of your own choice and title.

Wading through a large number of messages in the In mailbox can be more time-consuming than might be worth the effort. I find that I can really skim content pretty quickly if I go back to my friendly MS-DOS environment, although the method works with Windows. The trick is to recognize that whenever Eudora creates a mailbox, it places the messages there in pure text form. The name of the file it creates in the directory containing the Eudora program itself is mailbox_name.MBX.

How do I handle this? To look at all of my In box messages off-line, which I don't actually do, I just examine the file IN.MBX with my favorite text editor, or even more quickly, the LIST program by Vern Bueg of which we have spoken so often. I can search, scan, print excerpts, and create files from desirable blocks. Its fast. If the .MBX file is too big for the text editor consider using a word-processor to handle it.

What DO I do?

Internet mailing lists can sometimes fill up your IN box quicker than you are ready to handle: I create a Mailbox called (say) MYMAIL and then quickly use the Transfer command of Eudora to just transfer each message from the mailing list to MYMAIL. I then get offline, go back to MS-DOS, and look for the file MYMAIL.MBX. Every message in the Eudora mailbox is now in that single file. If I wanted I could just copy the entire file to another name for future reference knowing that Eudora will overwrite the existing material on the next usage of the mailbox.

I can also excerpt some of the material as separate files for possibly reply or retention. Once back in Eudora I can then delete the messages in MYMAIL.MBX and start all over. I can always create multiple mailboxes for multiple groupings. It beats slow-motion graphic user interface examination and reply of messages and is best used as the number of messages sky-rockets. You will have to judge for yourself where the tradeoff saves time and effort.

I Get E-Mail Letters

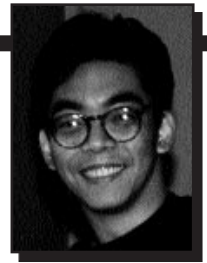
It is a pleasure to receive e-mail from readers and a sheer joy to get something like the following from CPCUG member Robert Prestemon:

"I just read your 10th anniversary piece in the *Monitor* today and I decided it was about time that I wrote you a note to express my appreciation and thanks for your real contribution to the success of CPCUG and for the many useful ideas I have gleaned from your articles over the years."

Just as stage performers often express their gratitude for the applause they get, I must express my delight at receiving remarks such as the above: it is my applause and is warmly and humbly taken. I have through the years received similar remarks from many of you in person and I must admit it adds to the strong motivation I have for trying to write stuff here. Although I have always acknowledged with appreciation each of those individual missives, I thought it time to go public and declare one of those "heroes" of mine. Thanks to him and those others for showing your own signs of appreciation. You are well received.

And I hope everyone has a wonderful New Year! 1997 Here We Come.❖

Paul Shapiro is the first vice-president of CPCUG. Contact him at Internet address pauls@cpcug.org. Try the World Wide Web home page at <http://cpcug.org/user/beginner>. He conducts the Beginners' Special Interest Group meetings at 12:30PM on the third Sunday of each month at CPCUG's headquarters in Rockville, Md.



SOHO Solutions

by Eldon Sarte

1997 will mark the fifth year that I've been working from home. It was just called "working at home" when I started; now I'm part of the slightly-larger-in-scope SOHO (Small Office/Home Office) "trend." Why it's still just a trend, I have no idea. It most certainly has worked for me, and undoubtedly for many others. And the SOHO community will most certainly continue to grow as we approach the new century; we all know what to thank for that: personal computers.

I'm not going to waste our time selling you on the idea; only you can clearly determine whether setting up a SOHO operation will be of any advantage or benefit to you and the people you work with. There is one basic truth, though: the SOHO community is growing. For a lot of tasks and activities, a SOHO just plain makes sense.

A SOHO does have its own set of unique problems and requirements. It's not all rosy and heavenly, not by a long shot. These are the kinds of SOHO "issues" I'd like to address with this new column. Although I'd like to cover as many SOHO issues as I can, I will try and limit this column to the "information" aspects of working in a SOHO environment. It is a computer magazine, after all.

Just what are these information issues? I guess we'll find out as this column progresses. Yes, I've already done the SOHO thing for almost five years, but no, I do not know everything there is to know about it. Far from it. Which means that your feedback, questions, and input are pretty darn important to help me keep on track and make this column beneficial to everyone . . . especially to you.

Let's begin.

Indispensable Tools

Options. We have lots of those in today's computer market. But the

SOHO computer has a special restricting factor, in my opinion, not usually encountered with the typical corporate micro: limited resources. There's a finite, real limit to how much machine one can get, and what software one can purchase and use, to the point where getting the right mix of hardware and software to do a job becomes a real test of one's economic skills. Maybe this section will be of help to those among you faced with this real-life concern.

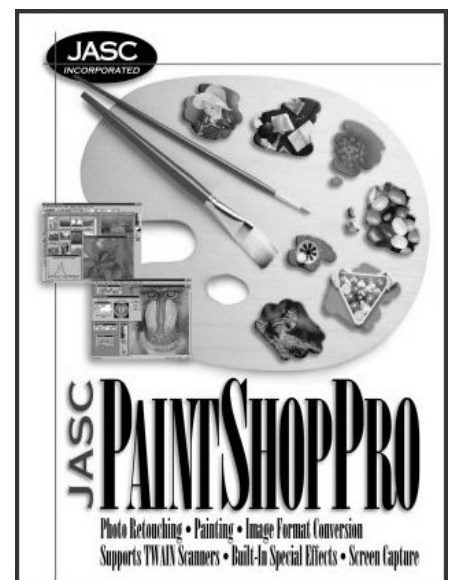
My goal is simple: to recommend the best product available to do a job AND at a price that for all practical purposes is unbeatable. This in no way means that I'll be pushing low-end products; in my experience, low-end products aren't worth the time, effort, and yes, even money to fiddle around with . . . but some will indeed surprise you. And you can be sure that I'll write about it when I come across such a gem.

The key to making a smart purchase decision is the good old cost:benefit ratio. It sounds simple, but both the "cost" and "benefit" parts of the equation can mean any number of things. Only you can define what your cost and benefit considerations are when making a purchase for your SOHO. I'll be making some "general" educated guesses as to what those considerations are when recommending products here; hopefully, my guesses won't be too far off-base for

your needs. I'm sure I'll strike out a number of times. Again hopefully, that won't happen too often.

This issue's indispensable product is a graphics tool that has been around for a number of years in the shareware world. It still is. But I have yet to find a competing product that does all that it does, as well and as easily as it can, for the price that it is offered. Some of you probably already know what product I am talking about: Paint Shop Pro by JASC, Inc.

In essence, Paint Shop Pro is a graphics manipulation and paint program. And a good one at that; nothing merely "satisfactory" about it. In fact, despite being a regular user of the immensely powerful and more expensive Adobe Photoshop, I now often find myself double-clicking on the PSP icon more than I do Photoshop's. It's just that *good* a program, especially for the quick and simple graphic jobs that make up most of my daily graphic tasks.



Although Photoshop can do far more complicated things than can PSP, it doesn't help Photoshop's case with casual users any that the latest version of PSP (version 4.1) includes—on top of built-in support for third-party Photoshop plug-ins like Kai's Power Tools and Alien Skin's Black Box—a whole bunch of new graphic features, such as special effects to create drop shadows, buttons, and tiles easily (PSP is a must-have for all you web page designers out there!). I haven't even checked out all of its new features yet; PSP's "basic" set of tools keeps me pretty well occupied.

You don't need all that graphics stuff? Maybe not, but you *will* probably find a lot of use out of some other features PSP offers, features that in my opinion make the program a must for the SOHO computer.

Even if you don't do graphics that often, you surely come across the need to use one graphic file or another on occasion. The fact that PSP now supports more than 30 *graphic file formats* makes the task of dealing with whatever is thrown your way all that much easier. PSP can back you up as an easy graphic file format converter: Your client needs a graphic in a different format? Load up PSP, open your graphic file, and save it in the new format desired. It's that easy!

And there is another built-in PSP utility that I—and I'm sure many of you—will surely get tons of use out of: screen captures. PSP lets you painlessly capture a full Windows screen, or just a window, client area, object, or any specified area on your screen. Even if screen captures were all you needed to do, I'd still recommend PSP. The provided utility to do this is that simple and that good, plus it's always good to know that the PSP's other capabilities are there when you need them.

No, I haven't described every single feature in Paint Shop Pro, because—and here's the most beautiful part—you can check it out yourself *free*. Although you can now purchase Paint Shop Pro retail for an MSRP of \$69, you can first check out the fully-functional shareware

And if you've got a SOHO, the Net's about as vital as abundant RAM is to running Windows95.

version of the program at no cost (or at worst, a few bucks from certain shareware suppliers). You can download a copy from our MIX BBS (file: PSP41.ZIP), from the JASC web site at <http://www.jasc.com>, or any other shareware source for that matter (if it doesn't have it, go find another source; any so-called shareware source without this highly popular program isn't worth the time or trouble).

If you do get and use the shareware version, however, do please support it by sending JASC your registration fee. If there ever is a shareware product that deserves your support, this is it.

Note that the latest version of Paint Shop Pro, 4.1, is for Windows 95 and NT 4.0 *only*. If you're using Windows 3.1, get your hands on PSP version 3.11, the last 16-bit PSP. It won't have all of the latest features, but it'll have most of what I've described (great graphics capabilities, multiple file format support, and screen captures), more than enough to make it truly indispensable.

Mail Order: The Good . . .

As SOHO workers, using mail order sources for our computer equipment, software, and supplies is a fact of life. At least it is for me. Although I'd like to be able to run off to the nearest computer superstore and purchase what I need, or even better, spend hours browsing through shelves and playing with various computer "toys," I often don't have that luxury. Plus, usually when I need something, I need it pretty darn quick.

So mail order to the rescue! Well, sometimes. . . .

. . . like when ordering from Marlow, NH-based PC Connection. I needed to have almost \$2,000

worth of equipment and supplies by Friday at the latest (it was Monday afternoon). I decided to split the order in two to test out a couple of prominent mail order companies. PC Connection was one of them, mainly because I've heard about them for years from friends, and they've been mentioned favorably in the computer press.

Well, PC Connection's reputation is well-deserved! I faxed them the order Monday afternoon. Shortly after the fax, one of their representatives called, clarifying my order. The following morning, Airborne Express was at my door with my products! The order was complete and error-free. It can't get any easier and better than that!

I recommend PC Connection highly. Their prices are mostly competitive, and their service is, in my experience, excellent.

. . . and the Bad

I chose Miami, FL's Tiger Software as the other prominent mail order company to test. Why? Mainly because my junk mail pile was overflowing with their various colorful catalogs. And their prices seemed excellent. So I decided to try them out. . . .

. . . and have regretted it ever since. I wrote some very long paragraphs describing the Tiger Software experience before realizing that many of you may find the account boring and a waste of space. Suffice it to say that Tiger did not deliver the products I ordered in the catalog-specified timeframe, nor were its phone representatives helpful in trying to get the products in my hands on time. Eventual result: a panic-shopping trip to the nearest

computer superstore anyway to get the products needed to satisfy my project deadline.

Neither were Tiger's people of any use in trying to get them to remove the charges to my credit card account. With their lackluster delivery performance, I'm pretty impressed with how quickly they got the order charged to my account. The words "runaround" and "shady goings-on" describe the resulting bouts with their customer service people pretty well (I have yet to encounter someone there who'll give me a full name).

It looks like I'll have to resort to having my credit card company deal with Tiger. As of this writing, my efforts at resolution, as required by Federal law before my credit card company can take action, have failed. This should serve as a lesson to *always* use a credit card when ordering by mail; I can only imagine the difficulty I would encounter had I paid by check or money order and Tiger were holding my funds.

The experience is unfortunate, since Tiger's advertised prices seem to be very good. But there are a few things more important to me than mere price, such as living up to promises and good after-purchase service. My livelihood depends on it.

Bottom line: This kind of hassle you *don't* need.

The Internet—No More Excuses

I used to "understand" when someone hid behind one excuse or another to explain why he or she wasn't wired yet to the Net. No more. Considering who you are as a reader of this column, there are no valid excuses left not to be connected. And if you've got a SOHO, the Net's about as vital as abundant RAM is to running Windows95.

Note the following two truths: One, there are people who I consider to be total technical morons who're already on the Net quite successfully and regularly; and two, anyone with a \$30 dumb terminal and a throwaway 1200 baud modem can get on the Net, even if just for e-mail. If you don't know

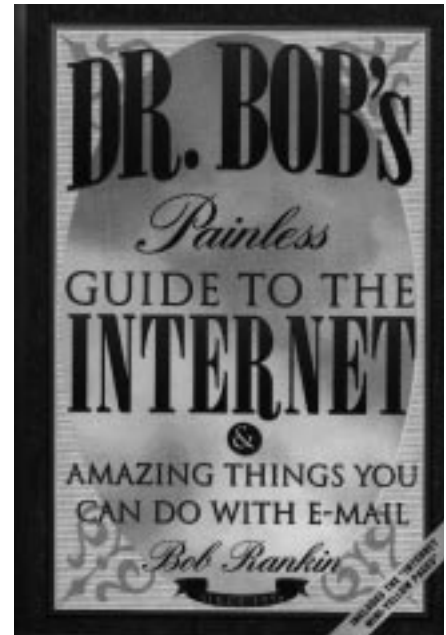
what a dumb terminal is, rest assured that you've got much more machine than that.

So what if you haven't got the technical oomph to get on the World Wide Web? Regardless of what the haven't-got-a-clue general media implies, the Internet is *not* just the Web. Not even close. Which you'd know if you were already Net-wired.

Practically speaking, all you really need is an e-mail connection. Surprising, but I'd say a relatively few know that other Internet information services, such as FTP, gopher, usenet, and more (yes, even the Web!) are accessible with just a basic e-mail account. "Doctor Bob" Rankin, a programmer and consultant who probably spends too much time on the Net, compiles a regularly updated free FAQ (Frequently Asked Questions) file titled "Accessing the Internet By E-Mail," that will teach you how to do just that. The latest version of this electronic document, the 6th edition, is available on the MIX as ACC_6.ZIP. You can also get it from Dr. Bob's web site at <http://www.mhvo.net/~bobrankin>.

Of course, it'd be difficult to get a copy of this e-document unless you were already wired. Well, fortunately enough, you can acquire the info the old-fashioned way: by shelling out bucks at your local bookstore. For \$12.95, you can pick up a copy of *Dr. Bob's Painless Guide to the Internet & Amazing Things You Can Do with E-Mail*. In fact, even if you *are* wired, pick up a copy of the book anyway.

This book has single-handedly cleared a whole shelf I've set aside to store the multitudes of Internet tomes I've acquired over the years. In just 145 pages, Rankin explains everything you really need to know about using the Internet fully and effectively. From e-mail to the World Wide Web, telnet, gopher, archie, veronica, FTP, usenet, and more, Dr. Bob explains the whole confusing mess, and explains it well in a very easy and readable style. As David Hakala says in his *Newsday* review, "This is the kind of book I'd send to my mother. . . ." Can't get a more glowing thumbs up than that.



What? You don't have an e-mail account? If you're a CPCUG member you do . . . right on our MIX BBS. A benefit of membership. You can also get a free e-mail account with Juno. You'll need Juno's free proprietary software, and you'll be peppered with advertising (Juno's got to make money somehow), but what the hey, it's free! Do consider that, if you're in business, a Juno e-mail address (e.g., *name@juno.com*) has the disadvantage of broadcasting to the world (at least to those of us in the know) that you're doing the Net on the dirt-cheap. But it's still Internet e-mail nonetheless.

Any other excuses?

E-interviews

I'm not the only SOHO practitioner in CPCUG. I've already identified quite a few before deciding to write this column, and I am sure there are many more of you out there who I've yet to "uncover." I feel that it would both be interesting and beneficial to interview some of you about your SOHO operations. Maybe we can all learn a thing or two.

These interviews are done through e-mail, hence, the "e-interview." And I have no idea where each e-interview will lead to; each will depend entirely on how the e-mail exchange develops.

I'm already in the middle of two e-interviews, which hopefully will be ready for your scrutiny in the next issue or two. If any of you would like to be part of other e-interviews (or would like to recommend someone who you feel would be a prime e-interviewee), contact me by e-mail. The whole process shouldn't take too much time; just respond to a message every few days or so, until the e-mail exchange has evolved into something I feel is ready for print. That's it!

Happy holidays everyone, and I hope you all have a prosperous new year!❖

Eldon Sarte is a consultant on the development of technical and computer technology publications, from editorial

content to production and design. He can be reached voice at (703) 426-0617, by fax at (703) 426-0615, by e-mail at esarte@cpcug.org, or through the Web at <http://www.cpcug.org/user/esarte>.

Resources Mentioned

Accessing the Internet By E-Mail FAQ

- MIX: Download ACC_6.ZIP
- WEB: <http://www.mhv.net/~bobrankin>

Dr. Bob's Painless Guide to the Internet

- AUTHOR: Bob Rankin
- ISBN: 1-886411-09-3
- PRICE: \$12.95
- PUBLISHER: No Starch Press, 401 China Basin St., Ste. 108, San Francisco, CA 94107-2192; 1-800-420-7240; (415) 284-9900; <http://www.nostarch.com>

Juno

- E-MAIL: signup@juno.com
- WEB: www.juno.com
- TEL: 1-800-654-JUNO

MIX (Members Information eXchange) BBS

- DATA: (301) 738-9060

Paint Shop Pro v4.1

- MIX: Download PSP41.ZIP
- WEB: <http://www.jasc.com>
- PUBLISHER: JASC, Inc., P.O. Box 44997, Eden Prairie, MN 55344-0997; (612) 930-9800

PC Connection

- MAIL: 6 Mill St., Marlow, NH 03456
 - TEL: 1-800-800-5555
-

The MIX Garden Conference: A Lot of "Home-Grown" Fun!

On April 22, 1995, the MIX became host to a conference geared towards gardeners, homeowners, and people who love the great outdoors. The conference—GARDEN—"broke ground" with a welcome message from its moderator, KC Shore. KC has already "peppered" the conference with tips, tricks, and messages, hoping to encourage other gardeners/homeowners to join in.

The GARDEN conference has been an active one since then. Many MIXers have contributed valuable information on topics such as free mulch, window-cleaning tips, how to keep deer out of the yard (worth reading just for the entertainment value), recommendations for home-improvement contractors, planting ideas, outdoor events (garden shows and bicycling sojourns), and lots more! Best of all, much of the information reflects our local area so that repair vendors, outdoor events, and products mentioned should be easy to locate and/or acquire.

The conference also allows postings for homes/rooms to share, home improvement and yardwork vendors, outdoor and family recreational events, and almost any item that relates to the joys (or trials and tribulations) of homeownership, gardening, and enjoying outdoor life. If you have information to provide, need help, or are "just curious," add the GARDEN conference to your list of selected conferences.

GARDEN is a fun place to visit on the MIX. As KC says: "C'mon in—put down your trowel, pull up a lawn chair, and have a glass of lemonade!" See you there.

GENERAL MEETINGS

December 9 **SALSA** for the Desktop, a database for non-programmers, from Wall Data

SALSA for the Desktop is a business application builder, a software program that lets mainstream Microsoft Windows users create their own custom applications to keep track of information they care about on a PC. There is no need to learn programming or database technology. SALSA for the Desktop is unique because it allows users to "describe" their need, and then it builds the custom application automatically!

January 13 Symantec with Delrina and Peter Norton Utilities.

February 10 AMD

March 10 Lotus SmartSuite

Meetings are held in the Masur Auditorium in the main hospital building at NIH in Bethesda, MD. The time is 7 pm for a SIG presentation. The main presentation starts at 8 pm, and lasts one hour.

Meetings are free and all are welcome.

Call the CPCUG office from 10 am to 3 pm weekdays if you have questions about the Capital PC User Group, (301) 762-9372.

FREE SATURDAY SEMINARS

December 21 The Ins and Outs of **Intranets**

January 18 An Overview of **Java**

Time: 9 am to noon

Location: NIH, Lipsett Amphitheater, Bethesda, MD

For seminar and course descriptions, see "Training Notes" elsewhere in this magazine.



SIG Reports

compiled by Barbara Conn

Help Wanted!

The Fox and Visual Basic SIGs need leaders. If you can help, please contact CPCUG First Vice President Paul Shapiro at (301) 770-7899 or pauls@cpcug.org.

Access (MS)

- Monthly, first Sunday, 2:00
- Arlington, VA: Computer Instructors Corporation, Crystal Plaza One, Suite 211 (Building access: On Sundays, visitors to the building must use the outside phone to call Kastle Systems for entrance and to use the elevators; the password is "Access.")
- Free parking: Available three blocks away at 2320 South Eads Street (yellow house) or even closer on the street at meters.
- Metro: Close.
- URL—<http://www.cpcug.org/user/comm/sig-suppl.html#access>
- Contact—Rick Shaddock, d: (703) 486-2222, rick@icicorp.com, or ACCESS Conference (83) on the MIX

DECEMBER 1

ACCESS FOR WINDOWS 95; Q&A

JANUARY 5

ACCESS FOR WINDOWS 95; Q&A

Our Access SIG has been meeting for several months. We are growing and welcome new participants.

At our November meeting at CPCUG HQ in Rockville, we voted to return to our original Crystal Plaza location.

Alpha Four and Five Database

- Jan.-Oct.—Monthly, fourth Sunday, 4:30-6:30
- Nov. & Dec.—Second Sunday, 4:30-6:30
- CPCUG HQ
- URL—<http://www.cpcug.org/user/comm/sig-suppl.html#alpha>

- Contact—Brian Abell, d/e/w: (301) 870-8222, fax: (301) 475-5888, abellb@cpcug.org, 73173.3345@compuserve.com, ALPHA4 Conference (5) on the MIX

DECEMBER 8

JANUARY 26

The Alpha Four and Five Database SIG frequently has planned presentations or training sessions, but we also have several meetings a year reserved entirely for member questions and immediate group problem solving.

Where To Go Online for Alpha Database Information

The most comprehensive source for just-released Alpha Four and Alpha Five database information continues to be the CompuServe Information Service (GO ALPHAFORUM). This is an official technical support area for Alpha Software Corporation. Even Alpha's Co-Chairmen, Selwyn Rabins and Richard Rabins, are frequent contributors, and many independent Alpha database gurus answer questions and provide their insights.

As a CPCUG member, you have a local source of support between SIG meetings for Alpha databases. If you post a question in the ALPHA4 Conference on CPCUG's MIX, our own SIG members provide prompt and helpful information. Also, our SIG leaders are seeking a volunteer Pagemaster or assistant to help us create and maintain our own Web page for the Alpha Four and Five Database SIG in the [cpcug.org](http://www.cpcug.org) domain.

A good starting point on the World Wide Web is Alpha Software's site at <http://www.alphasoftware.com>. Be sure to check out the links to the Web pages of

the Alpha database user groups in Boston and New York.

—Report by Brian Abell, Alpha Four and Five Database SIG Chair

APL

- Monthly, third Monday, 7:30
- CPCUG HQ
- URL—<http://www.cpcug.org/user/comm/sig-suppl.html#apl>
- Contacts—John Martin, d: (301) 497-2698, jam@acm.org; Dick Holt, dholt@capaccess.org

DECEMBER 16
JANUARY 20

The APL (A Programming Language) SIG has programs on the third Monday of every month at 7:30PM in the CPCUG meeting room at 51 Monroe Street in Rockville, Maryland. Recent programs have included the use of APL to emulate the limits-to-growth model of the Club of Rome; the free APL*PLUS, version 10.1, interpreter (with disks available for copying); and a presentation of APL on the Internet.

AutoCAD

- Monthly, first Tuesday, 7:30
- CPCUG HQ
- URL—<http://www.cpcug.org/user/autocad/>
- Contact—David Drazin, e/w: (301) 279-7593

DECEMBER 3
GENERAL DISCUSSION OF COMPUTER-AIDED DESIGN; Q&A

JANUARY 7
GENERAL DISCUSSION OF COMPUTER-AIDED DESIGN; Q&A

Baltimore

- Monthly, usually first Tuesday, 6:30
- University of Maryland, Baltimore County, University Center/Bookstore, Third Floor, Ballroom Lounge
- URL—<http://www.cpcug.org/user/comm/sig-suppl.html#balt>
- Contact—Bill Lutz, d: (410) 765-2908, e/w: (410) 256-9403,

lutz.w.l@postal.essd.northgrum.com;
Robert Pettigrew, d: (410) 358-5840,
RLPSystems@aol.com

DECEMBER 3
PRODUCT DEMOS; MICROGRAFX, PRESENTER

JANUARY 7
TO BE DETERMINED

Meeting Day Change

This academic year's new meeting day at the University of Maryland, Baltimore County, is the first Tuesday of each month. We may occasionally meet at other times owing to conflicting university-related events.

E-Mail List

To receive a monthly e-mail notice of meetings, send an e-mail request to RLPSystems@aol.com.

Beginners

- Monthly, third Sunday, 12:30
- CPCUG HQ
- URL—<http://www.cpcug.org/user/beginner/>
- Contact—Paul Shapiro, d: (301) 770-7899, pauls@cpcug.org

DECEMBER 15
DISCUSSION AND Q&A

JANUARY 19
DISCUSSION AND Q&A

Some meetings start with planned discussion topics and then move into Q&A. Others are designated as strictly Q&A to deal with the many questions generated by beginning computer users. Have questions now? Send e-mail to pauls@cpcug.org.

Delphi

- Monthly, first Thursday, 7:00
- CPCUG HQ
- URL—<http://www.cpcug.org/user/delphi/>
- Contact—Dick Maley, d: (202) 736-3929, e/w: (301) 840-1554, 75127.17@compuserve.com

DECEMBER 5
JANUARY 2

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. Please contact me in advance so I know how many to expect.

E-mail list

To receive a monthly e-mail notice of meetings, send an e-mail request to Dick Maley, 75127.17@compuserve.com.

Electronic Publishing

- Monthly, first Wednesday, 7:30
- CPCUG HQ
- URL—<http://www.cpcug.org/user/comm/sig-suppl.html#e-pub>
- Contact—Mary Brosnan, d/e/w: (703) 207-0477, cameronprs@aol.com

DECEMBER 4
WEB PUBLISHING PRODUCTS FROM MICROGRAFX

JANUARY 1
NO MEETING

FEBRUARY 5
PAGEMILL BY ADOBE

Fox

- CPCUG HQ
- URL—<http://www.cpcug.org/user/comm/sig-suppl.html#fox>
- Contact—Paul Van Akkeren, paulvana@cpcug.org

NEXT MEETING—The Fox SIG has no SIG leader at present. Meetings have been suspended.

If you are interested in attending meetings of the Fox SIG, please contact Paul Van Akkeren at paulvana@cpcug.org or Paul Shapiro at pauls@cpcug.org.

Framework

- Even months only, third Thursday, 7:30
- CPCUG HQ

- URL—<http://www.cpcug.org/user/comm/sig-supply.html#fw>
- Contact—Bill Redisch, d: (301) 286-6203, e/w: (301) 279-7929, bill.redisch@gsfc.nasa.gov

DECEMBER 19

FRAMEWORK V: USING FRED PROGRAMMING LANGUAGE TO CREATE SCHEDULED APPLICATIONS; Q&A

Our meetings usually start with questions, problems, and discoveries brought by participants—we never seem to run out of interesting topics to discuss (frequently not just about FW). Often we move into a discussion of how best to use Framework in conjunction with other software, including Internet software. Everyone who attends learns new things!

October Meeting

An evaluation copy of Framework V arrived. We installed it on CPCUG's computer and began to test its features. Although we didn't get to that part of Framework, we noticed Netscape might be included as part of Framework.

GeoWorks

- Jan.–Oct.—Monthly, fourth Sunday, 2:00
- Nov. & Dec.—Monthly, second Sunday, 2:00
- CPCUG HQ
- URL—<http://www.cpcug.org/user/comm/sig-supply.html#geo>
- Contact—Herb Fredricksen, d/e/w: (301) 840-2056, fax: (301) 840-5251, 12-B Linda Court, Gaithersburg, MD 20877

DECEMBER 8

JANUARY 26

Some wonderful people are hard at work collecting and refurbishing used but still valuable computers, recycling them to teachers and students who need computers but who cannot afford the latest and most expensive equipment. I believe the good people recycling the hardware need help from our SIG. We can provide a good, working, undemanding shareware version of GeoWorks and the support, information, and mentoring needed by teachers and students.

I need help getting up to date on all the available forms of GeoWorks Ensemble v1.0, GeoWorks Pro v1.2, Ensemble v2.0, and the shareware ver-

sion GeoPublish v2.0. I also need help gathering "fix" files, tips and tricks, press releases, and articles on my, and I hope your, favorite integrated productivity software package. I will take the information in whatever form you offer: mail, phone, fax, and at CPCUG meetings at Monroe Street and NIH and at SIG meetings such as OS/2, Alpha Four and Five Database, and Shareware.

HTML

- Monthly, fourth Monday, 7:30
- CPCUG HQ
- URL—<http://www.cpcug.org/user/html/>
- Contact—Walt Houser, d: (202) 565-8196, e/w: (301) 299-0593, houser@cpcug.org

DECEMBER 23

NO MEETING

JANUARY 27

ADOBE BYTE STREAMING

The HTML (hypertext markup language) SIG discusses the creation of Web pages and the use of the World Wide Web to collect and disseminate information. Specific topics of interest to the group include elements of Web page design, HTML editors and other tools for Web publishing, common gateway interface (CGI) scripts, PERL, interaction with databases and textbases, graphics and images on the Web, Web security, standard versus nonstandard document-type definition (DTD) for Web pages, Java, Javascript, Netscape frames and plug-ins, and Shockwave.

The SIG is for those who have taken two or more of the HTML classes offered by CPCUG, or who have equivalent knowledge and skills. Discussions and presentations are oriented toward experienced Web page developers. The skill levels of those attending range from seasoned Webmasters to novices. If you have a question or see a neat technique on the Web, please join us.

E-Mail List

To receive a monthly e-mail notice of meetings, send an e-mail request to Walt Houser, houser@cpcug.org.

Web Sites

"Searching Cyberspace" by Kushal Khan <http://www.cpcug.org/scifair>

Creating Web Pages: A CPCUG Beginner's Guide at <http://www.cpcug.org/user/houser/html/training/index.html>

Internet

- Monthly, usually second Tuesday, 7:00
- Washington Gas Auditorium, 6801 Industrial Road, Springfield, VA (Occasional meetings may be elsewhere and will be noted)
- URL—<http://www.cpcug.org/user/internet/>
- Contact—Gabe Goldberg, d/e/w: (703) 556-9121, gabe@cpcug.org

7:00 **Q&A** (includes a 7:15 raffle)

7:50 **ANNOUNCEMENTS**

8:00 **PRESENTATION**

9:00 **RAFFLES**

DECEMBER 10

INTERNET FREEDOM, RESTRICTIONS, REGULATION, RESPONSIBILITY

Marc Rotenberg and Bruce Taylor

As federal, state, and local governments store more information in electronic warehouses and on LANs, what right does the public have to see and search that information? What role does the government have in monitoring Internet activities and communication? To what end is the government creating a national information infrastructure? These issues and more will be discussed in this session on freedom, information, and new technology.

Speakers: Marc Rotenberg is director of the Electronic Privacy Information Center (EPIC), a public interest research organization in Washington, DC. He is also a Ford Fellow in International and Comparative Law and adjunct professor at Georgetown University Law Center. Formerly, he served as counsel to the Senate Judiciary Committee, specializing in law and technology issues, and then as director of the Washington office of Computer Professionals for Social Responsibility.

Mr. Rotenberg often testifies before Congress on issues involving technology and civil liberties and is a frequent commentator for CNN. He has served on advisory panels for the Federal Networking Council, the National Academy of Sciences, the American Association for the Advancement of Science, the Organization for Economic Cooperation and Development in Paris, and the Austrian Institute on Law and Policy in Salzburg.

Mr. Rotenberg is a graduate of Harvard College and Stanford Law School and is a member of the bar of the U.S. Supreme Court. He still manages to beat Chessmaster 3000 as long as he avoids complex endgames.

Bruce Taylor is President and General Counsel of the National Law Center for Children and Families.

JANUARY 14

COMPARISON OF MAJOR WEB BROWSERS— NETSCAPE AND MS INTERNET EXPLORER

Michael Kane

After taking a quick lead and capturing nearly the entire Web browser market, Netscape now hears Microsoft's footsteps as Microsoft rapidly gains Web browser market and mindshare. The two major players are leapingfrogging product releases as they enhance browser function and user interfaces. Competition is good for the marketplace and for users, providing choices of vendor and technology, along with accelerated evolution. The speaker will describe and demonstrate Netscape and Microsoft Internet Explorer browsers, compare and contrast features and operation, and perhaps advise us on where to place bets in the browser sweepstakes.

Speaker: Michael Kane teaches and supports Internet technology and applications at the World Bank in Washington, DC, is system operator (sysop) for the 5,500-member Capital PC User Group (CPCUG) bulletin board system, and is a member of CPCUG's Internet User Support Team.

Meeting Notes

E-mail meeting notices will be timely and may conflict with information printed in CPCUG's magazine, the *Monitor*. For the most up-to-date information about the activities of the Internet SIG, subscribe to the Internet SIG e-mail mailing list via the procedure described at the end of this Internet SIG report. Internet SIG meetings begin with a general question/answer dialogue. This is an opportunity to discuss Internet triumphs achieved, information/resource treasures found, or mysteries to be resolved. Internet novices are most welcome. We encourage grizzled Internauts to help novices gain expertise by answering their questions in complete sentences consisting primarily of English words.

A member suggestion: I would like to hear about the latest or greatest Internet buzz words. Everyone could bring a word to be defined. (I assume that even

experienced users don't know all the semantics.) It could be a panel game show for laughs. If someone takes notes, the result could be an article for the *Monitor*.

Donated raffle prizes are an Internet SIG meeting tradition. To encourage prompt arrivals and a vigorous discussion period from 7 to 8PM, at least one major raffle prize will be awarded to someone at the SIG meeting by 7:15PM. We reserve the right to discontinue distributing raffle tickets at that time—so, to be sure to be eligible to win prizes, you'll want to attend the pre-presentation discussion!

At each Internet SIG meeting, Millkern Communications, administrator of the CPCUG Internet domain, cpcug.org, donates three months of Internet service. The winner can either extend an existing account or establish a new account. In addition, Advanced Computer Creations (ACC) of Laurel, Maryland, donates a choice of either Windows 95 or the Windows 95 Plus! Pack installed, and MindSpring Communications donates three months of Internet access.

If I can establish an easy way to handle transactions, discounted books may be offered for sale at SIG meetings—especially when there's a clear tie-in with a meeting topic, raffle donations, etc. So if you think you might be interested in Internet books, come prepared!

Doug Thompson sells SlipKit diskettes at most Internet SIG meetings. SlipKit is the preintegrated/configured suite of Internet client applications Larry McGoldrick assembled for use (primarily) with the cpcug.org Internet domain. SlipKit costs \$10 for two diskettes.

Comfort: The Washington Gas auditorium is often surprisingly cold. If you're sensitive to chilly surroundings, dress warmly or in layers, or bring a sweater or a companion.

Transportation: Val Tepordei will pick up and deliver up to three people from and to the Pentagon City Metrorail stop. Contact Val by e-mail at vtepordei@hotmail.com or by phone at (703) 648-7728 (office) or (703) 685-0425 (home, for last-minute cancellations or requests). Make sure that Val confirms your reservation—he can only transport three passengers. Please, if you ask Val for a ride, ensure that you're at Metro to meet him on time!

After meetings, dedicated Internauts seek a late dinner. Join us for a friendly meal and personal networking! After meetings in Springfield, we dine at the nearby Chi-Chi's at the intersection of

Backlick and Old Keene Mill Roads. After Bethesda meetings, we dine at Foong Lin at 7710 Norfolk Avenue.

Questions? Send Gabe Goldberg e-mail at gabe@cpcug.org.

E-Mail List

The Internet SIG's LISTSERV e-mail mailing list is hosted by America Online. This allows self-service registration and subscription maintenance. To subscribe to SIG mailings, send e-mail to—

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LISTSERV@LISTSERV.AOL.COM
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containing the line

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Direct questions about the Internet SIG mailing list to Clark Edwards via e-mail at clarkedw@cpcug.org.

Investment

- Monthly, third Wednesday, 7:30
- Workshop, FastTrack Mutual Fund Database Software, quarterly, fifth Thursday, 7:00
- CPCUG HQ
- URL—<http://www.cpcug.org/user/invest/>
- Contacts—Andy Thompson, d/e/w: (301) 270-6790, teachman01@aol.com; John Matthews, d/e/w: (301) 589-7612; Ferd Hassler, d/e/w: (301) 718-6253

(continued on page 48)

Word Perfect
Ventura Publisher
Microsoft Word
Excel
CorelDRAW!
PeachTree
Harvard Graphics
Lotus 1-2-3
Persuasion

Product Reviews

Coordinated by Richard Biffi

The *Monitor* frequently receives hardware, software, and books for review. Members interested in writing a review can find a list of available products in Bulletin 13 on the MIX BBS, (301) 738-9060. For more information, contact the review coordinator, Richard Biffi, at (301) 927-8753 or in the *Monitor* Conference on the MIX.

HoTMetaL Pro 3.0

Reviewed by Carol Bruce

HoTMetaL Pro 3.0 is one of many HTML editors on the market. I've tried several editors, and I've found they all have flaws. HoTMetaL Pro is no exception. In reviewing this product, I found much to like as well as several things that annoy me. Having read many glowing reviews of HoTMetaL Pro in the computer press, I'm surprised by my reaction to this editor. I kept finding myself frustrated by several aspects of the program. I'm happy to add HoTMetaL Pro to my arsenal of Web page design tools, but I continue to search for easier/more intuitive/more responsive helpers to recommend to my students.



The HoTMetaL Pro Interface

I was overwhelmed the first time I loaded HoTMetaL Pro. The program has four toolbars. (I immediately turned off the Forms toolbar just to cut the clutter.) It comes with dozens of template files, grouped into personal, company, and Intranet categories (although many of the templates are similar, varying only the background colors or other minor design elements). HoTMetaL Pro can handle forms, tables, and frames. It also includes a separate image management and manipulation program, called MetalWorks.

Having experienced the wild frontier of Web page creation, I found much to like about HoTMetaL Pro. You can add toolbar buttons for previewing with up to four browsers. Dragging and dropping images into my web pages is fun,

and I found some interesting graphics on the CD, and tools to manipulate them to suit my needs. The program is rich with features, although it will take quite a bit of study to become adept with many of them. It's not all just point-and-click.

A Quasi-WYSIWYG Editor

I've been using HTML editors for almost two years now. I've coded simple Web pages. (See <http://cpcug.org/user/carol/> for examples.) Since I have worked as a programmer, I'm comfortable using a text editor like Notepad to create my Web pages. However, it's faster and easier to use an HTML editor. I've tried several; my favorites so far are HotDog (<http://www.sausage.com/>) and GNNPress—now called AOLPress

(which is available as freeware at <http://www.aolpress.com/>).

Some HTML editors, such as HotDog, focus on the tags. You use the editor to insert HTML tags into your documents rather than typing them yourself. Then you jump into preview mode to see how your document will look on the Web. Other editors, like AOLPress, are WYSIWYG—you see an approximation of your page as you create it.

While HoTMetaL PRO has been described as a WYSIWYG editor, I prefer to think of it as a hybrid of tag-oriented and WYSIWYG editors. In HoTMetaL Pro, you usually see the tags (as icons) as well as an approximation of how your pages will look. You can toggle the tags on and off with a toolbar button, as desired. The URLs for your links are displayed in red. A menu option allows you to hide or show these as well, for an almost WYSIWYG look.

A Demanding Taskmaster

HoTMetaL Pro demands a lot of the user. It chastises you if you use HTML incorrectly. I started loading pages created in other programs, and was dismayed by the error messages HoTMetaL Pro immediately displayed. I was especially disturbed by some of these so-called "errors" because there wasn't anything wrong with the HTML. Then I started searching for other reviewers' comments, and found I wasn't the only one experiencing inaccurate error alarms. While you can turn "rules-checking off," this didn't seem to help the situation.

Despite HoTMetaL Pro's near-WYSIWYG look, don't get the impression that you can avoid learning HTML when you use this editor. In fact, you'll need to learn quite a bit of HTML in order to handle it. Until you get used to the rules-based coding, it's a bit disconcerting to find yourself unable to do things normally possible with Windows products. HoTMetaL Pro may simply refuse to do things because you are (unknowingly) attempting to violate the rules of HTML. Sometimes HoTMetaL Pro won't allow you to drag the mouse to select text. Sometimes it just beeps when you click. It rarely gives a hint about what you're doing wrong. One reviewer characterized the program as "all whip and little help." I can't disagree, although slowly I'm learning to work with, rather than against, the program. HoTMetaL Pro expects you to work its way, not yours.

I need an editor that interprets tags correctly, regardless of the program that created the page. About half of my HTML work consists of editing pages I've previously created. I use different HTML editors at times, or even hand-code. I often press Enter when hand-coding HTML. This is an old programming habit which makes the resulting code easier to read and therefore easier to maintain. While Web browsers ignore extraneous hard returns, HoTMetaL Pro did not, and so littered my pages with <P> and </P> tags. I wondered if I had made some silly mistake, so I opened the same page with GNNPress. I was relieved to find that the original pages looked exactly as expected. It's not unusual for WYSIWYG editors to add extra tags—I've seen GNNPress do this. Unfortunately, HoTMetaL Pro seemed to do this fairly often.

HoTMetaL Pro helps you learn HTML. The manual (over 200 pages) is better than most. The online help system does not seem to be context-sensi-

tive, and it's hard to find things in the Help Index if you don't know what they are called. Rather than explaining how to use a feature, often the Help explains the details of HTML tags. While I believe this is essential for learning how to create Web pages, it's not what I want to see when I'm trying to learn how to use a new program.

Previewing Your Pages

You can hide tags with the click of a toolbar button. However, the page still looks much different from how it will when previewed with Netscape. For example, URLs within links appear in red, which you must turn off with a menu option. However, NAME tags, used to create an anchor within a document, do not display their URLs. You must right-click, then select Element Attributes from the shortcut menu, in order to see the name of the anchor. In addition, I found the preview of some tags within the editor disturbing. For example, the <H1> tag for the highest level of heading appears centered by default, while Netscape doesn't automatically center <H1> text.

Four customizable toolbar buttons let you preview your pages with several browsers. (You must select and install the browsers yourself.) One problem: in my Windows 95 system, clicking the toolbar button loaded the page into Netscape, but didn't open the window. I had to click the button on the Taskbar to see my page. This became tedious after a few dozen previews.

HoTMetaL Pro gives ample help in creating tables, forms, and image maps, although you still must understand the HTML code behind these objects before you will be effective in using the program. It does not include site management tools, so you must find another way to coordinate the pages that make up your Web site.

I like HoTMetaL Pro, but I can't recommend it for newcomers to HTML. It expects too much background knowledge for beginners. Advanced HTML coders may find it very helpful, if they can get past its overly-aggressive enforcement of the rules of HTML. ♦

HoTMetaL Pro 3.0

- **REQUIREMENTS:** Windows 95/NT/3.x, 486-33 (Pentium optimal), 8MB RAM, 20MB disk space (minimal installation). Also available in Apple Macintosh version (not reviewed).

- **SOURCE:** SoftQuad Inc., 56 Aberfoyle Crescent, Toronto, Canada M8X 2W4, (416) 239-4801, mail@sq.com, <http://www.softquad.com/>.
- **PRICE:** \$159.

Carol Bruce (carob@cpcug.org) has taught hundreds of people how to use Windows software products. She teaches at Northern Virginia Community College and other Washington area organizations. Find her home page at <http://cpcug.org/user/carob>.

Stationery Store, Holiday Store, Label Store, and Sticker Store Junior

Reviewed by Gene Gould

After finishing my article on Labels and Form Letters for this issue of the *Monitor*, I volunteered to review four relatively new products from DogByte Development. These programs are good examples of the new low-cost graphics programs designed to make the kind of jobs like labels easy for beginners. I believe that any software company creative enough to come up with the name "DogByte" certainly must have some creative people working for it, and I was right.

These products are of the new generation of economical graphics programs designed to produce graphic output in various formats easily, with lots of pre-made templates and stamp graphics. I have always maintained that a well designed program, particularly since the advent of Windows, should be intuitive. If you need to read a manual, on-line or on paper, or spend a lot of time reading help screens, it is unnecessarily complicated. This comment is made with one caveat. Most people need to learn at least one graphics-type program, even if it is Paintbrush, to get a feel for how they work. Since I am familiar with MS Publisher, Print Shop Deluxe, KidPix, and Labels Unlimited, as well as Windows Paintbrush, these four programs did not require reading Help Screens or the on-line manual to use them.

Stationery Store

Stationery Store includes word processing, address book database, mail merge, import capability and over 300 professional designs and hundreds of stamp graphics for creating innovative stationery, holiday cards, party invitations, flyers, announcements, and greetings. Of course all of the fonts available in your Windows applications are available in Stationery Store.

The illustration shows a congratulations letter with graphics suitable for sending to newlyweds. A word of caution here. All of the background patterns and graphics are in color, for those with color inkjets or color lasers. Extensive production of these letters, envelopes, business cards, etc., using colored backgrounds, is guaranteed to consume a substantial amount of ink. But for occasional use, and for that special occasion, they are very impressive.

There is more variety of themes and labels than is available in Print Shop Deluxe, and of course you can import graphics from other programs, including those you created yourself in Paintbrush. Even MS Publisher will not do some of the things these programs will do. The program includes stationery designs, greeting cards, and envelope designs for National Holidays, Christian Holidays, Hanukkah, and Kwanzaa.

Holiday Store

I particularly wanted to get this review in the December issue of the *Monitor* because of this package. For special holiday greetings, this package is an excellent buy. I have created the front and back covers of a card for Hanukkah. The inside is where the message is placed. On the top tool bar you will note that a number of appropriate graphics are available.

Holiday Store is a blend of Stationery Store and Label Store with a holiday twist. Make your own custom holiday cards, party invites, addressed envelopes, labels, stickers, gift tags, and party decorations. Holiday Store includes over 500 holiday templates and 500 stamp graphics for Easter, Mother's Day, Christmas, Hanukkah, New Year's, Valentine's Day, Thanksgiving, Halloween, and birthdays.

Label Store

Ideal for both home and small business use. You can create customized, full-color labels of all sizes and shapes

using Avery label stocks, or use the customize feature to utilize any label stock you have lying around. Besides mailing, return address, and shipping labels, it allows you to create professional-looking business cards, name badges, and labels for audio and video cassettes and labels for both 3.5-inch and 5.25-inch diskettes, plus rotary index cards.

Features include 200 pre-designed templates, 500+ stamp graphics, word processor, card file format database for storing and sorting addresses, mail merge and list management features, and graphics import in .BMP and .WMF formats. This is an easy and economical way to make labels and similar objects with great graphics and without the chore of learning how to do it on word processors and databases with place holders and all of those techie techniques discussed in the feature article.

Sticker Store Junior

Sticker Store Junior is a graphics package designed to make stickers. The interface is designed for any kid 6 or over. Besides fun stickers, as in the illustration, you can make labels for personal items, such as book bags, pencil boxes, and marker sets. It also has the ability to make mailing and return address labels. Save money—instead of giving children money when they bring home an A on the report card, give them a sticker with a smiley face.

If you don't have a program for creating greeting cards, envelope designs, business cards, and mailing labels, try one and see what a difference it makes in your ability to make a creative use of your computer.❖

Stationery Store, Holiday Store, Label Store, Sticker Store Junior

- **REQUIREMENTS:** Windows 3.1 (Windows 95 compatible), 486/33, CD-ROM drive and mouse, VGA or Super VGA graphics, 8MB RAM, inkjet or laser printer.
 - **SOURCE:** DogByte Development, (800) 936-4298, <http://www.dogbyte.com/>.
 - **PRICE:** Stationery Store version 1.8, \$49.95; Holiday Store, Label Store, and Sticker Store Junior, all \$24.95.
-

Gene Gould, a member of CPCUG since April 1993, and one of our regular software reviewers, retired from the Boeing Company in 1991. He was the manager in charge of office leasing and facilities management of leased offices for Boeing Computer Services in the Eastern half of the United States from 1979 until his retirement.



Stationery Store



Holiday Store



Label Store



Sticker Store Junior

CD-ROM Express

Reviewed by Richard Mobbs

My wife and I always bought software at the clearance rack. We felt that no software was worth paying the maximum price just to be the first one on the block to own it, especially when there was no one else around to care.

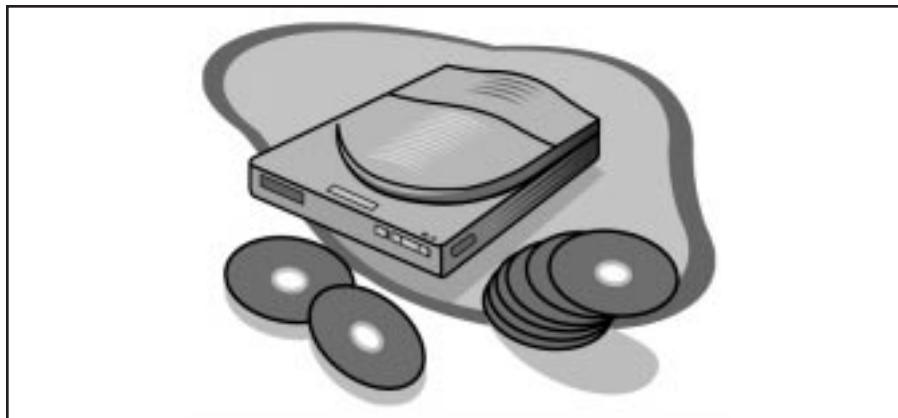
But then it happened. All of the software stores we loved to frequent started removing all of their disk-based software, and replacing them with CD-ROM versions. So we buckled and bought a quad-speed CD-ROM for about \$100. Now we get really cool software and it's still cheap, some as cheap as \$1.99.

Now the problem is the CPU. We thought we had finally reached the 20th Century when we installed the 386DX/40 motherboard in place of the 286/12 we had. Now, even that's being strained by the high demand of the video and continual data access of the CD-ROM to be processed. In some cases, we have found that the CPU is too slow to keep up with the CD-ROM, and in other cases, vice versa.

Now here we have a piece of software that will alleviate some of those problems, especially if your machine is sitting around, drumming its fingers waiting for the CD data to be loaded. This package creates a cache of dedicated hard drive space for CD-ROM data that is accessed multiple times in a session. Considering that hard drives read data much faster than a CD-ROM drive, this can be beneficial to those who rely on CD's a great deal. The only sacrifice the user has to make is how many megabytes to give up for the increase in speed.

The documentation is small and compact enough not to be intimidating, unlike, say, the User's Manual for Windows 95 which comes with its own hand truck. It is well written and very straightforward. It tells you exactly what to do and when.

On my own machine, I ran into a pretty bad snag. It locked up in the middle of installation. After recovering and rebooting, I found out why: CD-ROM Express does *not* like DOS 6's multi-config routines. If you have a boot menu, you should take the one menu choice that most closely fits the purpose for the cache, and save it under a backup version of your CONFIG.SYS and AUTOEXEC.BAT files. That is to say, make a copy of your startup files and edit the originals to reflect the boot sequence you will want to use the cache for. After the installation is complete, you can



copy and paste the updated boot sequence back into your original multi-boot startup files.

The hardest choice you will have to make is the size of your CD cache. We just bought a 1.6GB hard drive, so I didn't even flinch when I chose the maximum of 64MB. As it is mentioned in the manual, you should do a SCANDISK and a DEFRAG or a Norton Disk Doctor and a Speedisk before you begin installation. This will make it easier for CD-ROM Express to create a cache in a contiguous section of the hard drive.

First, I put the cache through some of my favorite CD games, the first being Dragon's Lair by Readysoft. At this point I found out that you shouldn't run a program that comes with its own cache through a CD-ROM cache program. It only makes matters worse. Each scene had to run through about three times before it started looking good. And when the sequence is running for the first time, when the data is being loaded into memory, copied onto the hard disk cache, and being sent through the video and sound ports all at the same time, it takes away from the enjoyability of it all.

The next game I ran it through was one that the cache was specifically optimized for: King's Quest VI by Sierra. This type of game was more strategy than action, so there wasn't much lost. Again, each scene went rather slowly the first time, but after that, the game went a great deal faster and more fluid than if you ran it by itself.

Next I tried installing new CD software. This is where I had a serious problem. The install program was transferring 16MB of data to my hard drive when the system suddenly blacked out and crashed. It was necessary to do a cold boot and run my SCANDISK program to eliminate the lost clusters that resulted. Looking through the manual, I read that in order to temporarily disable the CD cache, you have to run a batch file called CDSLOW. This copies a backup version of your original startup files to

the root directory of your C:. Then you reboot and the system starts up without the cache.

This was necessary in order to do a successful install of my new CD software. Apparently, while the CD software was attempting to install, it was also caching the files as well, and it looked like my environment couldn't handle the strain. After the software was installed, I could quit Windows, run the CDFAST batch file, which copies the CD cache version of the startup files to the root directory of the startup disk, and reboot.

Next came a CD that contained clipart. As with the games, there was a noticeable slowdown with the first loading, but it was a small price to pay for the rapid reloading of the clipart thumbnails and full size graphic loading.

Finally, I played a couple of audio CDs in the drive. The cache program had no effect whatsoever on the music CDs.

All in all, this is a product that would enhance any system. Although I feel that there should have been some kind of keyboard sequence to disable the cache on the fly, it really isn't that much of a hassle to run the CDSLOW batch file and reboot. If you have a multiconfig boot menu, you can easily cut-and-paste the cache startup files into another menu choice, eliminating the need to run the batch files altogether. ❖

CD-ROM Express

- **REQUIREMENTS:** A 386, 486, Pentium, or Pentium Pro; DOS 5 or 6, Windows 3.1, Windows for Workgroups, or Windows 95; 30MB or more of free hard disk space; 8MB RAM recommended.
 - **SOURCE:** PC-Kwik Corp., 3800 S.W. Cedar Hills Blvd., Suite 260, Beaverton, OR 97005, (800) 274-5945, pc-kwik@mdi.com, <http://www.pc-kwik.com/>.
 - **PRICE:** \$39.95
-

Book Reviews



Upgrading to Windows 95: Step by Step

Reviewed by
Chris De Francisci

Windows 95. It's cool, it's the greatest thing since MS-DOS, and everyone is doing it. But many new users get to that opening screen and stop cold wondering what to do next. Even seasoned Windows 3.x users fumble around with the mouse and icons trying to do tasks they could sleep through under the "old" Windows when they use Windows 95 for the first time.

Well, for the complete novice and sometime Windows user there is now *Upgrading to Windows 95: Step by Step* from Microsoft Press. This book takes you through the updated Windows interface, icon by icon, task by task, and shows you how to use Windows 95. There is even a practice disk with sample files which teach you how to use all the built-in applications.

I found that the disk installed easily with no problems. All files were easily deleted once the practice sessions were completed. Everything was stored in a directory called Windows 95 Practice. The files are not needed to use the book, but allow ease of practice with the utilities and applications which come with Windows 95. They also make it easy to follow along with the lessons in the book.

The book begins with describing how to start programs, locate documents, and how to use the important Windows Explorer. The Explorer is the updated version of the old Windows 3.x File

Manager. And it is a great improvement. The first lesson also teaches about the task bar and the Start button.

As you proceed through the lessons nearly every aspect of using Windows 95 from a general user level is covered: using the utilities such as the calculator and Wordpad; drawing pictures with Paint; cutting and pasting information between applications. And a section on how to organize, store, and retrieve your files is also included.

There is even a section on networking with computers. The networking lesson describes how to use the Briefcase directory to keep files current between two computers, such as your laptop and desktop PC. How to connect to other computers and networks using built-in utilities such as HyperTerminal; and how to connect to the Microsoft Network.

Upgrading to Windows 95: Step by Step is best suited for novices or the casual Windows user who needs a quick introduction on using Windows 95. I found the lessons to be clear, complete, and easy to follow. Although I have been using Windows 95 for a while now, there were some tips I picked up while working the lessons. Experienced users would be better served with a more sophisticated text however.

The Appendix covers installing Windows 95 on a Windows 3.x based system. Most of the information is similar to that found in the installation guide provided by Microsoft in the Windows 95 documentation. There is little technical information, but the documentation is more than adequate for a novice user performing an upgrade.

In summary, this is a good book for the novice or beginning user of Windows 95 with little computer experience. It covers all the basics and allows you to use all the important features of Windows 95 in a very short time. For users who have never used Windows at all it will be invaluable. The book is geared toward novices and does a very good job presenting the information to that audience.❖

Upgrading to Windows 95: Step by Step, ISBN 1-55615-816-5, 185 pp.

- SOURCE: Microsoft Press, One Microsoft Way, Redmond, WA 98052-6399, <http://www.microsoft.com/mspress/>.
- PRICE: \$19.95.

Chris De Francisci is a Senior Computer Specialist at the Internal Revenue Service and can be reached at cdefranc@cpcug.org.

Navigating the Internet with OS/2 Warp

by Herb Tyson

Reviewed by Ron Miller

CPCUG's own Herb Tyson has published a very useful book for Warp users who want to get started on the Internet or who want to transfer their Internet skills to OS/2 using the Internet Access Kit.

Although not written for absolute beginners with either online communications or OS/2, this well-written book includes essential introductory material in both areas and includes explanations sufficient to bring attentive readers aboard even if their experience has been minimal. Tyson's light and informal style contributes to a useful book which is also enjoyable to read—something which can not always be said of computer books. It is not insultingly cute, as some of the Dummies books are, but will entertain readers who are able to laugh at the foibles of humorless programmers and marketing types.

Chapter One gives a brief introduction to the Internet, which we all know is not a thing and should probably not receive a capital letter. Tyson concludes this chapter by observing, "This book is a navigation aid for using the Internet from OS/2 Warp. I've written it to aid your foray onto the Internet. I hope this book will keep you from getting too terribly lost or bogged down in those tiny little backwaters known as bugs, often masquerading as features. I hope, too, that it can show you shortcuts and detours that keep you from getting sucked into black holes—such as 'Password or UserID in invalid, return to your starbase.'" (p. 7)

Chapter Two gives an overview of The OS/2 Warp Internet Access Kit and briefly describes each of the applications it includes. The value of the book to OS/2 users is exemplified by the extended note, "For Experts Only," on pages 14 and 15, which describes in detail how to modify the Settings to set up an Internet Connection work area which will open the applications when the folder is opened.

In Chapter Three, Tyson gives detailed instructions for setting up an account with IBM's Internet Connection, with a good discussion of the pros and cons of using this particular Internet service provider. He properly cautions new Internet users about the cost of this premium service, but

also recognizes that the cost is subject to change. In fact IBM has reduced the cost of unlimited service to \$19.95 per month with local telephone service widely available. Anyone who chooses to use this service will find great value in Tyson's discussion of the steps involved in signing up, as well as his suggestions for making the best use of the free time offered.

Chapter Four has a similarly helpful discussion of the ins and outs of using other service providers. Two appendices include state by state lists of ISPs (Internet Service Providers) and short descriptions of the types of service available from them at the time of writing. His clear discussion of SLIP and PPP access includes a welcome look at TIA (The Internet Adapter), which is available on our own CPCUG.ORG. Again the reader will find many useful hints about setting up the Dial Other Service Providers application.

Once the reader is online with IBM or another ISP, attention will turn to Chapters Five through Ten, which look at the IAK applications which can do useful work: Ultimedia Mail/2 Lite, NewsReader/2, OS/2 Gopher, WebExplorer, FTP-PM (as well as text mode FTP), and several flavors of telnet. Chapter Eleven looks at a set of commands that underlie these applications or can be used at the OS/2 prompt. Chapter Twelve lists and describes additional applications and related utilities that are available from various online sources and which are collected together on the Sams Navigating the Internet Software Library: <http://www.mcp.com/sams/software/netos2.html> (look under "Internet" in the Software Library) or <ftp://ftp.mcp.com/pub/sams/internet/os2>, as well as other sources. Here the reader is reminded that Windows 3.1 applications, such as Eudora or Netscape, can be run in Win-OS2 sessions over the OS/2 SLIP or PPP connection.

To the extent of my experience, Tyson gives solid, accurate information which will be of use to serious users of all these programs. I discovered only a single minor error. On page 130, he writes of a TIA related error when running Ultimedia Mail and explains that the file, "hosts" should contain a standard IP number, 192.0.2.1, and one's userID, rhmiller, if the sendmail program is not to experience a "TCP/IP not functioning" error. He says that "hosts" is to be found in `\tcpip\etc`; on my computer it was found in `\tcpip\dos\etc` but did not work until copied to `\tcpip\etc`. This is minor error, but made problems until I discovered the discrepancy. In addition to the change

in price of IBM Internet service, there are occasional bits of dated information, such as missing Baltimore phone numbers for Digex or the existence of Erol's Internet service. This of course is a fact of life in a print culture, and it may be remarkable only because we have become accustomed to up-to-the-minute information online.

In summary, this is an informative and interesting book with good, solid content, written in a relaxed and enjoyable style. There are many useful figures and tables, a good index and helpful glossary. It will be of use to OS/2 users who want Internet access, and would give much useful information about the Internet to other readers, as well. ❖

Navigating the Internet with OS/2 Warp

by Herb Tyson, ISBN 0-672-30719-7, 437 pp.

- SOURCE: Sams Publishing.
 - PRICE: \$25
-

Ron Miller formerly was Book Review Editor of The Audio Amateur and regularly reviews books for several Episcopal Church publications. He is an Episcopal priest in parish ministry in Baltimore and a member of the Baltimore SIG. His experience with OS/2 dates to May 1996 when he started using the system on his new IBM ThinkPad 701C.

The Book Lover's Guide to the Internet

by Evan Morris

Reviewed by Richard Biffel

Here's a great book for computer users who are literary but not yet Internet-literate. It explains everything you need to know about the Internet, how to access and use it, and how to find its tremendous resources for readers and writers. These resources include complete texts of classical (copyright-expired) literature; places to read, and publish, new writing; forums for critical discussion of favorite authors or genres; and bookstores offering hard-to-find titles.

Much of this book is a thorough, non-technical introduction to the Internet, equally valuable to those who love and those who ignore literature. The Internet introduction covers what the Internet is and how you can connect to it, including information about several

major on-line services and Internet service providers. Then follow chapters on various Internet services, including the World Wide Web, Usenet newsgroups, mailing lists, and less frequently used services such as gopher, wais, archie, veronica, ftp, telnet, and Internet Relay Chat. The information is specific, practical, and up-to-date.

Besides describing the various Internet services and how to use them, this book suggests how they can be valuable to book lovers. You'll find scores of references to specific literary resources on the Internet, including Web sites, newsgroups, mailing lists, and file archives. You might be able to find some of these on your own, using the on-line search tools the book describes. But the *Book Lover's Guide* includes dozens of Internet resources that you probably wouldn't come across in years of browsing and searching. Not that you'll want to visit them all, or that this book's list is all-inclusive, but you can get a good sense of the Internet's breadth from the variety of resources listed here. You'll learn what types of resources are available, so you'll have an idea of what to look for, and where, and how, when you want to explore a specific topic in depth.

Writers will be especially interested in this book's chapter on how to publish, to a global audience and at little cost, over the Internet. Newsletters, specific online journals and e-zines, and Web publishing are all covered. As an example of the *Guide's* level of specificity, it does not explain how to create a Web page using HyperText Markup Language; but it points to Web sites from which you can download HTML tutorials and editors.

This book is itself similar to an excellent Web site—clear, coherent, and packed with links to other sites where you can pursue your specific interests. The author recognizes that book lovers are intelligent, and inquisitive about the things that matter to them, but that most of them care no more about the technical underpinnings of the Internet than they care about the technology of paper mills. This is not so much a computer book as a travel guide, which is just what most Internet users need. ❖

The Book Lover's Guide to the Internet
by Evan Morris, ISBN 0-449-91070-9, 289 pp.

- SOURCE: Fawcett Columbine, <http://www.randomhouse.com>.
 - PRICE: \$12.95.
-

Richard Biffel is the Monitor's product review coordinator.

SIG Reports *(continued from page 41)*

6:45 **FASTTRACK**
7:30 **Q&A; ANNOUNCEMENTS**
8:00 **PRESENTATION**
9:30 **"MARKET WATCH" DISCUSSION**

DECEMBER 18
TO BE DETERMINED

JANUARY 15
TO BE DETERMINED

JANUARY 30
FASTTRACK WORKSHOP

We hold meetings on the third Wednesday of every month except August. Our meetings start at 7:30PM and end about 10:00PM. A typical agenda consists of about 30 minutes of questions, answers, SIG business, and CPCUG concerns, followed by the main presentation(s), which lasts 60 to 90 minutes. A "Market Watch" discussion with Dominick DeMarco, Harley Wilbur, and others follows. In addition to the regular meeting, there is usually a premeeting at 6:45PM for people interested in the Investor's FastTrack mutual fund database software.

Have you visited our Investment SIG Web site? Do you visit regularly? If not, you should. In his book, *Making Money Online*, Dr. Paul B. Farrell, CEO and Editor-in-Chief of *Wall Street News*, an Internet broadcaster, states, "One of the best meta-lists for serious investors is InvestSIG, a special interest group of the Capital PC User Group. . . . InvestSIG's Website appears to be the work of a sophisticated investment club, complete with mention of their monthly seminars (on subjects such as Investments in the Pacific Rim, Gold Futures Roll-Forward Strategies, and seminars on Telescan and Reuters Money Network). This is one of the best meta-lists, with a solid collection of links. . . . The list is very professional. Bookmark it!"

Leisure World

- Monthly, second Wednesday, 3:30
- Olney, MD: Leisure World, Clubhouse I (check bulletin board)
- URL—<http://www.cpcug.org/user/comm/sig-supp.html#lw>
- Contact—Roy Rosfeld, d/e/w: (301) 598-2825

DECEMBER 11
JANUARY 8

Our computer center has six machines, and we meet to learn more about subjects of interest to our participants. Recent gatherings have included presentations and discussions of Quicken, WordPerfect, Buying or Upgrading, Using Maryland's Sailor Services, and Using DOS Directories.

Multimedia

- Monthly, third Tuesday, 7:30
- Washington Gas Auditorium, 6801 Industrial Road, Springfield, VA
- URL—<http://www.cpcug.org/user/multimedia/>
- Contact—Alta Oben, e/w: (703) 938-5831, alta@cpcug.org

DECEMBER 17
AN INTRODUCTION TO MAKING MUSIC WITH MIDI HARDWARE AND SOFTWARE

JANUARY 21
TO BE DETERMINED

E-Mail List

To receive a monthly e-mail notice of meetings, send an e-mail request to Marie Pinho, mpinho@erols.com.

OS/2

- MD: Monthly, second Wednesday, 7:00
- CPCUG HQ
- VA: Monthly, Thursday after second Wednesday, 7:00
- Washington Gas Auditorium, 6801 Industrial Road, Springfield, VA
- URL—<http://www.os2bbs.com/os2sig/>
- Contacts—Donna Walker, d: (703) 208-9067, e/w: (703) 968-5738, donna_w@ibm.net; MD: Patrick Zilliaccus, e/w: (301) 384-0972, patrick.zilliaccus@mix.cpcug.org; VA: Jim McConnell, d: (703) 866-3240, e/w: (703) 264-9088, jmccConnell@knight-hub.com

6:00 **BEGINNER Q&A**
7:00 **GENERAL Q&A; ANNOUNCEMENTS; PRODUCT NEWS; SIG NEWS**
8:00 **PRESENTATION**
9:00 **RAFFLES**

DECEMBER 11—MARYLAND
DECEMBER 12—VIRGINIA
TOPIC—TO BE DETERMINED

JANUARY 8—MARYLAND
JANUARY 9—VIRGINIA
TOPIC—TO BE DETERMINED

Virginia News

For the remainder of 1996, we have reserved the auditorium at Washington Gas for our Virginia meetings. However, Washington Gas reserves the right to preempt us, should their business require! If the location must be changed, we will post changes to our mail list processor and on the MIX as soon as we know them.

E-Mail List

The OS/2 SIG's mail list processor, hosted by CPCUG member Pete Norloff and the OS/2 Shareware BBS, is used for SIG business only. Traffic on this list is limited to OS/2 SIG meeting announcements and (occasionally) other items deemed (by the SIG officers) to be of general interest to our members.

If you are seeing SIG meeting notices elsewhere (MIX, WWW, mail routed by a friend, etc.) and would like to receive your own notification, we invite you to subscribe to the mailing list.

To add your name to the mailing list: Send e-mail to

OS2SIG@listserv.os2bbs.com

with subject

SUBSCRIBE

(one word only). You will receive a confirmation message. Subscribers automatically receive items that are posted to the list.

To remove your name from the mailing list: Send e-mail to

OS2SIG@listserv.os2bbs.com

with subject

UNSUBSCRIBE

(one word only). You will receive a confirmation message.

Paradox

- Monthly, second Tuesday, 7:30
- CPCUG HQ
- URL—<http://www.cpcug.org/user/paradox/>
- Contact—Quentin Remein, e/w: (301) 421-1152

DECEMBER 10
DEMOS BY SIG MEMBERS

JANUARY 14
DEMOS BY SIG MEMBERS

Peachtree

- Monthly, third Thursday, 7:30
- Odd months: CPCUG HQ
- Even months: Darby Digital Communications, 1412A Duke St., Alexandria, VA, (703) 548-1512
- URL—<http://www.cpcug.org/user/comm/sig-supp.html#peach>
- Contacts—Norman Risch, d: (301) 691-8088, e/w: (301) 754-0735, norman.risch@mix.cpcug.org; Ruben Worrell, d: (703) 276-3000, e/w: (703) 212-9292, worrellr@cpcug.org

DECEMBER 19
JANUARY 16

Project Management

- Monthly, third Tuesday, 7:00
- CPCUG HQ
- URL—<http://www.cpcug.org/user/comm/sig-supp.html#pm>
- Contacts—Ruben Worrell, d: (703) 276-3000, e/w: (703) 212-9292, worrellr@cpcug.org; Bruce Cottom, e/w: (301) 869-5690, bcottom@cpcug.org

6:00–7:00 **Q&A AND DISCUSSION**
7:00–9:00 **PRESENTATION**

DECEMBER 17
JANUARY 21

Participants are encouraged to bring a copy of *Microsoft Project 4 for Windows Step by Step* from Microsoft Press to all meetings. Presentations will begin at 7PM, but there also will be a question and answer and discussion period from 6 to 7PM.

Please share this information with all interested friends and colleagues.

Reston

- Monthly, third Wednesday, 7:30
- Reston Community Center, Hunters Woods Village Center, 2310 Colts Neck Road, Reston, VA
- URL—<http://www.cpcug.org/user/reston/>

- Contacts—Jane Benson, e/w: (703) 715-1032, fax: (703) 715-8455, jbenson@shirenet.com; Sharon Kennedy, e/w: (703) 715-9452

7:30 **OPEN FORUM AND GENERAL INFORMATION**
8:00 **VENDOR PRESENTATION**
9:00 **Q&A; SOFTWARE DRAWING (WHEN AVAILABLE)**

DECEMBER 18
HOLIDAY SOFTWARE; MICROSOFT

JANUARY 15
INFOPEDIA AND OFFICE MATE; SOFTKEY INTERNATIONAL

E-Mail List

To receive a monthly e-mail notice of meetings, send e-mail to jbenson@shirenet.com.

Seniors

- Monthly, first Saturday, 9:30AM to noon
- CPCUG HQ
- URL—<http://www.cpcug.org/user/comm/sig-supp.html#sr>
- Contacts—Jack Carlson, e/w: (301) 474-7091; Jack Hepburn, d/e/w: (301) 460-1168, john.hepburn@mix.cpcug.org

DECEMBER 7
JANUARY 4

The Seniors SIG is for everyone, from beginner to expert, and we welcome both members and visitors. At our SIG meetings we discuss current computer trends and problem areas encountered by our attendees. We want to choose our subjects far enough in advance so you will know what to expect at each meeting. To do this, you, the members, have to tell us what subjects you would like to have presented. You tell us what you want to know more about, and we will find someone who will enlighten us on the subject.

Because of the interest expressed in the MIX at our meetings, we start each meeting with a brief discussion of getting on and using the MIX. In addition, we spend at least 10 minutes of each meeting responding to and discussing attendee questions—here's an opportunity to get your questions answered. For example, do you think your AUTOEXEC.BAT file may be the source of problems? Bring it in to get the help you need. Help in solving computer-related problems is available both from the members of our SIG and via the MIX.

Don't forget to bring a blank 3.5-inch high-density diskette. Someone might have found a shareware or freeware program of interest to you. This rather informal group has loads of information to share among its users helping users. Don't be shy—volunteer to participate in the organization and get to know officers and members. Keep coming! Bring a friend. Visit the CPCUG HQ library when you come to our meetings at 9:30AM on the first Saturday of each month.

October Meeting

Our October meeting was well attended. (Please be sure to sign in when you arrive!) Jack Carlson welcomed our visitors. After the introductions, Jack went to our "MIX Minutes." Jack mentioned that our SENIORS Conference is now 1 year old and has over 600 messages, but he would like to double that number. This is a good way to communicate with members whenever you want. You can leave a message at 3:45AM without disturbing anyone. Just like a phone call when no one is home, but with the MIX you can easily change the text—better than an answering machine. Learning about the MIX is getting to be fun and can help us in accessing the Internet. (Jack will continue these "MIX Minutes" at the beginning of each meeting until everyone is familiar with the MIX.)

Shareware

- Monthly, fourth Thursday, 7:30
- CPCUG HQ
- URL—<http://www.cpcug.org/user/share/>
- Contact—Sean McVeigh, d: (301) 816-1067, e/w: (301) 963-7304, sean.mcveigh@mix.cpcug.org

DECEMBER 26
NO MEETING

JANUARY 23
TO BE DETERMINED

If you have suggestions for or questions about the Shareware SIG, or would like to make a presentation, send Sean McVeigh a message on the MIX.

Statistics

- Monthly, usually second Wednesday, 12:30
- 1301 New York Avenue, NW, Room 1208—call to arrange entrance to the building (202) 501-6928

- URL—<http://www.econ.ag.gov/sigstat/>
- Contact—Charles Hallahan, e/w: (703) 532-2930, hallahan@econ.ag.gov

DECEMBER 11

NEURAL CONNECTIONS

Neural Connections from SPSS is a Windows program to estimate neural networks. The interface is quite intuitive as networks are constructed by dragging icons to the workspace. The package supports radial basis functions, multilayer perceptions, and Kohonen networks. The demo will include a simple example to illustrate the concepts of neural networks.

JANUARY 8

E VIEWS

FEBRUARY 12

S+ SPATIAL STATS

MARCH 12

MATHCAD 6.0 FOR WINDOWS

APRIL 9

IDRISI FOR WINDOWS

Meeting Notes

Most meetings of the Statistics SIG are held in room 1208 at 1301 New York Avenue, NW—midway between the Metro Center and McPherson Square Metrorail stations. If you're attending your first meeting, contact Charlie Hallahan at (202) 501-6928 or hallahan@econ.ag.gov to leave your name for entrance to the building.

The SIGSTAT page (found at <http://www.econ.ag.gov/sigstat> and at the CPCUG members/SIGs pages at <http://www.cpcug.org>) contains 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.

E-Mail List

To receive a monthly e-mail notice of meetings, send e-mail to Charles Hallahan, hallahan@econ.ag.gov.

Visual Basic

- Monthly, fourth Tuesday, 7:30
- Washington Gas, 6801 Industrial Road, Springfield, VA
- URL—<http://www.cpcug.org/user/vb/>

- Contact—Garrett Van Meter, garrett@the-hermes.net

DECEMBER 24—SUBJECT TO CHANGE

JANUARY 28—SUBJECT TO CHANGE

We discuss coding, Visual Basic news, and other issues that might arise. Periodically we invite vendors to discuss and demonstrate their latest VB-related products. The Visual Basic SIG isn't just for Visual Basic; we also support those of you using the Microsoft Office product line who want to delve into automating your work with Visual Basic for Applications.

Our SIG does a lot of Q&A. This is great for beginners and advanced users alike. Occasionally someone will bring a project and/or problem with them on diskette. These turn into excellent learning sessions for everyone.

Do you have a tip for the *Monitor Tool Shed*? If you have solved a problem recently using Visual Basic or Visual Basic for Applications, share it with your fellow CPCUG members.

SIG Leader Needed

If you are interested in taking a leadership role in our SIG, please contact Garrett Van Meter at garrett@the-hermes.net or Paul Shapiro at pauls@cpcug.org.

E-Mail List

E-mail is sent to those on our mailing list. Remember—even if you have no Internet provider or online service, you can send and receive e-mail via MIXNET on the MIX. Cancellations are posted on the MIX in the BASIC Conference (9).

Windows

- Monthly, fourth Wednesday, 7:30
- CPCUG HQ
- URL—<http://www.cpcug.org/user/windows/>
- Contact—Pat McVeigh, d: (301) 881-7900, e/w: (301) 963-7304, pmcveigh@cpcug.org

DECEMBER—NO MEETING

JANUARY 22—TO BE DETERMINED

If you have suggestions for future topics, or would like to make a presentation, e-mail Pat McVeigh at pmcveigh@cpcug.org.

WordPerfect

- Monthly, second Thursday, 7:30
- CPCUG HQ
- URL—<http://www.cpcug.org/user/comm/sig-suppl.html#wp>
- Contact—Lillian Milliner, d: (301) 933-1717, millinerli@aol.com

DECEMBER 12

BRING A TIP AND/OR A TRICK

Members will share their tips and tricks for any version of WordPerfect.

JANUARY 9

TEMPLATES

Creating master documents will reduce repetitive document production to filling in the blanks.❖

Barbara Conn, CPCUG Director of Corporate Communications and Technical Editor at Beacon Multimedia Corporation, provider of publishing and promotional services, can be reached at bconn@cpcug.org or on the MIX, CPCUG's electronic bulletin board, at (301) 738-9060 in the MONITOR Conference (45).

SUBMITTING REPORTS

To submit reports for your SIG, send e-mail to bconn@cpcug.org, or log onto the MIX, join the *Monitor* Conference (45), and send a message to Barbara Conn. When attaching a file to the message, use ASCII text format and PKZIP to create a ZIP file. Having a bad communication day? Fax (202) 659-2221 or send snail mail to 2025 Eye Street, NW, Suite 220, Washington, DC 20006.

If your future SIG meeting plans are not yet confirmed, tell us about your recent meetings. Your SIG information is important—please be included—submit your report 6 weeks in advance of publication date.

WHERE TO FIND UPDATES

Web Page

See the CPCUG Corporate Communications Internet home page at <http://www.cpcug.org/user/comm/>.

The MIX, Notice Conference (47)

Weekly activities summaries
Daily activities reminders (DING!)

Internet Newsgroups

CPCUG.NEWS
DC.GENERAL
MD.GENERAL
VA.GENERAL
MD.MONT
BALT.GENERAL
COMP.ORG.USER-GROUPS.MEETINGS

CPCUG Weekly E-Mail Calendar

To receive the weekly e-mail calendar of all CPCUG activities including general and special interest group meetings (with the most up-to-date information available on meeting topics), classes, seminars, workshops, builds, volunteer events, and irregular special activities, send e-mail to—

bconn@cpcug.org

with the subject—

SUBSCRIBE CALENDAR-S

No message text required.

The calendar will arrive each Friday or Saturday and contain CPCUG events for 9 days, from Saturday through the following Sunday. It will be similar to the weekly "Capital PC User Events" messages posted in Internet Newsgroups. (It will consist of standard lower ASCII characters only.)

Your name and e-mail address will be hidden from view. The distribution list does not allow subscriber posting.

To unsubscribe, send e-mail to the above address with the subject—

UNSUBSCRIBE CALENDAR

No message text required.

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PU VLC

David Thomas Agro

Certified Public Accountant

former Internal Revenue Agent
Master of Science in Accounting/Taxation
Federal and Multi-State Income Tax
Estate / Employment / Gift Tax
Individual and Business Returns
Financial and Retirement Planning
Forensic Accounting / 28 Years Experience

TTY 301 891-2986

VOICE 301 270-4966 FAX 301 270-5896

HELPLINE DIRECTORY



by Elliott Fein

This helpline listing is for use by CPCUG members ONLY! The volunteers will provide assistance on their stated subjects during the times and days they have listed. Please be prepared to give the Helpline volunteer your membership number; membership has its privileges! Please do not ask for assistance outside of the stated times. If you reach a telephone answering machine, leave a message, as many people screen calls or otherwise prioritize their time. Some volunteers have provided e-mail addresses so that you contact them if you have trouble getting in touch via telephone. If you have a modem you can use the MIX to get help with a problem. (See "Notes for Newcomers" elsewhere in this publication, for information on how to log on to the MIX.) There are conferences on specific subjects, or you can use the HELP conference. You can usually reach a large number of friendly helpers on a MIX conference.

Also, a copy of this Helpline listing, updated occasionally, can be found on the MIX in the "CPCUG" files area, as "HELPLINE.TXT." If you would like to volunteer your services in any area, please contact Elliott Fein on the MIX (VOL conference), or on the Internet at edfein@cpug.org, providing your membership number, subject(s), days, and times. If you have no modem, write to 5 Carter Court, Rockville MD 20852-1005. If you have no postage stamp, call Elliott at (301) 762-6261.

MEMBER	PHONE	DAYS	TIME	E-MAIL	MEMBER	PHONE	DAYS	TIME	E-MAIL
ACCESS					BANYAN VINES LAN				
Walter Clark	(703) 690-6027	All	8:00a-7:00p		Martin Smith	(202) 205-3258	Mon-Fri	5:00p-6:00p	
Craig Cornell	(703) 838-6898	Mon-Fri	6:00p-9:00p	ccornell@juno.com	(703) 734-1039	Mon-Fri	8:00p-11:00p		
Rick Shaddock	(703) 486-2222	Mon-Fri	7:00p-11:00p		(703) 734-1039	Sat-Sun	Nn-11:00p		
	(703) 486-2222	Sat-Sun	Reasonable	RShaddock@AOL.COM	LAN Conference	MIX	All	24 hours	
John Williams	(301) 587-1720	Mon-Th	10:00a-4:00p		BASIC LANGUAGE				
ACCOUNTING SOFTWARE					Rich Schinnell	(301) 949-9292	All	6:00p-9:00p	
Steve Gentino	(301) 621-0939	Mon-Fri	9:00a-Nn		BASIC Conference	MIX	All	24 hours	
MONEY Conference	MIX	All	24 hours		BASIC LANGUAGE—QB 4+				
PEACH Conference	MIX	All	24 hours		Rich Schinnell	(301) 949-9292	All	6:00p-9:00p	
ALPHA FIVE (WINDOWS)					BASIC Conference	MIX	All	24 hours	
Brian Abell	(202) 822-8077	All	9:00a-11:00p	abellb@cpug.org	BROTHER'S KEEPER				
Steve Workings	(301) 933-3832	All	9:00a-Mn		Alta Oben	(703) 938-5831	Mon-Fri	6:00p-10:00p	
ALPHA4 Conference	MIX	All	24 hours		(703) 938-5831	Sat-Sun	9:00a-10:00p	alta@cpug.org	
ALPHA FOUR					ROOTS Conference	MIX	All	24 hours	
Brian Abell	(202) 822-8077	All	9:00a-11:00p	abellb@cpug.org	BUILD YOUR OWN				
Steve Workings	(301) 933-3832	All	9:00a-Mn		Charlie Dunbar	(703) 451-4502	All	Reasonable	Cdunbar@aarp.org
ALPHA4 Conference	MIX	All	24 hours		HW Conference	MIX	All	24 hours	
AMI PRO					VENEXP Conference	MIX	All	24 hours	
Robert Simanski	(703) 481-6776	All	Reasonable		BUYING DECISIONS				
WORDS Conference	MIX	All	24 hours		Craig Cornell	(703) 838-6898	Mon-Fri	6:00p-9:00p	ccornell@juno.com
ANNOUNCEMENTS					Mike Focke	(703) 620-2776	All	8:00p-10:00p	
Jeff Levitan	(202) 606-2876	Mon-Fri	7:30a-4:00p		Jeff Levitan	(202) 606-2876	Mon-Fri	7:30a-4:00p	
	(301) 924-1968	Mon-Fri	5:00p-10:00p		(301) 924-1968	Mon-Fri	5:00p-10:00p		
	(301) 924-1968	Sat-Sun	Reasonable		(301) 924-1968	Sat-Sun	Reasonable		
APL LANGUAGE					Randy Steer	(202) 745-5932	Mon-Fri	8:00p-Mn	
Frank Ditto	(304) 725-3283	All	Nn-Mn	frank.ditto@f40.n2631.z1.fidonet.org	(202) 745-5932	Sat-Sun	11:00a-Mn	r_steer@cpug.org	
				frank.ditto@mix.cpcug.org	DISK Conference	MIX	All	24 hours	
Murray Spencer	(301) 340-2943	Sat-Sun	2:00p-9:00p	mspencer@pls.com	GRAPHIC Conf.	MIX	All	24 hours	
ARTIFICIAL INTELLIGENCE					HW Conference	MIX	All	24 hours	
Mark Minasi	(703) 276-8940	Mon-Fri	5:00p-7:30p		VENEXP Conference	MIX	All	24 hours	
	(703) 276-8940	Sat	Nn-4:00p		C LANGUAGE				
ASSEMBLY LANGUAGE					Wayne Derroncourt				wayned@cpug.org
Rainer McCown	(410) 730-2575	Mon-Fri	10:00a-4:00p		Bruce Kriebel	(703) 524-6694	Mon-Fri	6:00p-9:00p	
	(410) 730-0379	Mon-Fri	6:00p-10:00p		(703) 524-6694	Sat-Sun	10:00a-4:00p		
ADV Conference	MIX	All	24 hours		C Conference	MIX	All	24 hours	
CODE Conference	MIX	All	24 hours		C++				
AT&T PC6300					Keith Bennett	(301) 871-7696	All	8:00a-9:00p	
Donald Palomaki	(703) 351-8731	All	9:00a-5:00p					kbennett@cpug.org	
	(703) 455-9262	All	6:00p-9:00p	CIS: 74534,2651	C Conference	MIX	All	24 hours	
				dpalomak@sysplan.com	CAD				
ATT Conference	MIX	All	24 hours		David Drazin	(301) 279-7593	All	7:00p-9:00p	

MEMBER	PHONE	DAYS	TIME	E-MAIL	MEMBER	PHONE	DAYS	TIME	E-MAIL
CLIPPER					DOS 5.0				
John McDermott	(703) 922-6113	All	9:00a-10:00p	CIS: 71553,3150	Rich Schinnell	(301) 949-9292	All	6:00p-9:00p	
Tanya Metaksa	(703) 971-4490	All	7:00p-10:00p		Erwin Schmerling	(301) 587-1283	Mon-Fri	7:00p-9:30p	
XBASE Conference	MIX	All	24 hours		Paul Shapiro	(301) 770-9512	All	9:00a-9:00p	pauls@cpug.org
COMMUNICATIONS					DOS 6.0				
Ken Goldman	(301) 983-5905	Mon-Fri	7:30p-9:30p	goldman@oasys.dt.navy.mil	Henry Winokur	(301) 320-2104	All	Reasonable	henwin@cpug.org
Rainer McCown	(410) 730-2575	Mon-Fri	10:00a-4:00p		DOS Conference	MIX	All	24 hours	
	(410) 730-0379	Mon-Fri	6:00p-10:00p		DOS 6.0				
Mark Minasi	(703) 276-8940	Mon-Fri	5:00p-7:30p		Craig Cornell	(703) 838-6898	Mon-Fri	6:00p-9:00p	ccornell@juno.com
	(703) 276-8940	Sat	Nn-4:00p		Jeff Levitan	(202) 606-2876	Mon-Fri	7:30a-4:00p	
Rich Schinnell	(301) 949-9292	All	6:00p-9:00p			(301) 924-1968	Mon-Fri	5:00p-10:00p	
COMM Conference	MIX	All	24 hours			(301) 924-1968	Sat-Sun	Reasonable	
COMMUNICATIONS—BBS SYSTEMS					Rich Schinnell	(301) 949-9292	All	6:00p-9:00p	
Craig Cornell	(703) 838-6898	Mon-Fri	6:00p-9:00p	ccornell@juno.com	Henry Winokur	(301) 320-2104	All	Reasonable	henwin@cpug.org
Rich Schinnell	(301) 949-9292	All	6:00p-9:00p		DOS Conference	MIX	All	24 hours	
SYSOP Conference	MIX	All	24 hours		ELECTRONIC DATA INTERCHANGE (EDI)				
COMMUNICATIONS—MODEMS					Craig Cornell	(703) 838-6898	Mon-Fri	6:00p-9:00p	ccornell@juno.com
Rich Schinnell	(301) 949-9292	All	6:00p-9:00p		ENABLE				
COMM Conference	MIX	All	24 hours		David Littlefield	(202) 723-9527	Mon-Fri	6:00p-10:00p	
COMPUSERVE					EXCEL				
Michael A. Gabor	(703) 476-0020	All	Reasonabl	magabor@cpug.org	Diane Cohen	(703) 841-9360	All	Reasonable	
COMPUTING—GENERAL					Mark Pankin	(703) 524-0937	All	Reasonable	
Craig Cornell	(703) 838-6898	Mon-Fri	6:00p-9:00p	ccornell@juno.com	Rick Shaddock	(703) 486-2222	Mon-Fri	7:00p-11:00p	
Jeff Levitan	(202) 606-2876	Mon-Fri	7:30a-4:00p			(703) 486-2222	Sat-Sun	Reasonable	RShaddock@AOL.COM
	(301) 924-1968	Mon-Fri	5:00p-10:00p		SPREAD Conference	MIX	All	24 hours	
	(301) 924-1968	Sat-Sun	Reasonable		FAMILY EDGE				
Rich Schinnell	(301) 949-9292	All	6:00p-9:00p		Jesse Roth	(301) 460-8437	All	8:00p-11:00p	
Erwin Schmerling	(301) 587-1283	Mon-Fri	7:00p-9:30p		ROOTS Conference	MIX	All	24 hours	
DBASE—GENERAL					FAXWORKS PRO				
Patrick Finucane	(910) 993-7637	Sat-Sun	6:00p-9:00p		Grady Tucker	(301) 840-5933	Mon-Fri	10:00a-5:00p	
Tanya Metaksa	(703) 971-4490	All	7:00p-10:00p		COMM Conference	MIX	All	24 hours	
Mark Minasi	(703) 276-8940	Mon-Fri	5:00p-7:30p		FOXPRO				
	(703) 276-8940	Sat	Nn-4:00p		Patrick Finucane	(910) 993-7637	Sat-Sun	6:00p-9:00p	
Rich Schinnell	(301) 949-9292	All	6:00p-9:00p		Rick Shaddock	(703) 486-2222	Mon-Fri	7:00p-11:00p	
XBASE Conference	MIX	All	24 hours			(703) 486-2222	Sat-Sun	Reasonable	RShaddock@AOL.COM
DBASE III PLUS					FRAMEWORK				
Paula Stein	(703) 556-0458	Tue-Fri	7:00p-9:00p		Bill Redisch	(301) 279-7929	Mon-Thr	7:00p-11:00p	CIS: 76137,1455
XBASE Conference	MIX	All	24 hours		FRAMEWK				
DBASE IV					Conference	MIX	All	24 hours	
Doyle Betters	(202) 723-3302	Mon-Fri	5:00p-10:00p		GGEOWORKS				
	(202) 723-3302	Sat-Sun	Reasonable		Herb Fredricksen	(301) 840-2056	All	2:00p-11:00p	
Bruce Kriebel	(703) 524-6694	Mon-Fri	6:00p-9:00p		GRAPHICS				
	(703) 524-6694	Sat-Sun	10:00a-4:00p		Jeff Levitan	(202) 606-2876	Mon-Fri	7:30a-4:00p	
XBASE Conference	MIX	All	24 hours			(301) 924-1968	Mon-Fri	5:00p-10:00p	
DELPHI/PASCAL						(301) 924-1968	Sat-Sun	Reasonable	
Richard Maley	(301) 840-1554	Mon-Fri	9:00a-5:00p	75127.17@compuserve.com		(703) 276-8940	Mon-Fri	5:00p-7:30p	
DESKTOP PUBLISHING					Mark Minasi	(703) 276-8940	Sat	Nn-4:00p	
Mary Brosnan	(703) 207-0477	All	Reasonable			(703) 276-8940	Sat	Nn-4:00p	
	(703) 207-0479	FAX			Robert Simanski	(703) 481-6776	All	Reasonable	
Robert Simanski	(703) 481-6776	All	Reasonable		GRAPHIC Conf.	MIX	All	24 hours	
DTP Conference	MIX	All	24 hours		HARD DISKS				
DISABLE—HARDWARE/SOFTWARE FOR BLIND					Mike Focke	(703) 620-2776	All	8:00p-10:00p	
Lloyd Rasmussen	(301) 946-8345	Mon-Fri	7:00p-10:00p		Jeff Levitan	(202) 606-2876	Mon-Fri	7:30a-4:00p	
	(301) 946-8345	Sat-Sun	10:00a-10:00p			(301) 924-1968	Mon-Fri	5:00p-10:00p	
DISABLE Conf.	MIX	All	24 hours			(301) 924-1968	Sat-Sun	Reasonable	
DOS					Rich Schinnell	(301) 949-9292	All	6:00p-9:00p	
Craig Cornell	(703) 838-6898	Mon-Fri	6:00p-9:00p	ccornell@juno.com	Doug Wagner	(301) 593-3505	Mon-Fri	Evenings	
Ken Goldman	(301) 983-5905	Mon-Fri	7:30p-9:30p	goldman@oasys.dt.navy.mil		(301) 593-3505	Sat-Sun	Reasonable	
Arnie Kuzmack	(301) 949-3268	Mon-Fri	7:30p-10:30p		DISK Conference	MIX	All	24 hours	
	(301) 949-3268	Sat-Sun	Nn-10:30p	kuzmack@umbc.edu					
Matt Pecori				pecori@dcez.dcez.com					

MEMBER	PHONE	DAYS	TIME	E-MAIL	MEMBER	PHONE	DAYS	TIME	E-MAIL
HARDWARE—GENERAL					MACINTOSH—DOS DATA EXCHANGE				
Craig Cornell	(703) 838-6898	Mon–Fri	6:00p–9:00p	ccornell@juno.com	Mark Pankin	(703) 524-0937	All	Reasonable	
Wayne Démoncourt				wayned@cpcug.org	MAC Conference	MIX	All	24 hours	
Mike Focke	(703) 620-2776	All	8:00p–10:00p		MANAGING YOUR MONEY				
Jeff Levitan	(202) 606-2876	Mon–Fri	7:30a–4:00p		David Littlefield	(202) 723-9527	Mon–Fri	6:00p–10:00p	
	(301) 924-1968	Mon–Fri	5:00p–10:00p		Mark Pankin	(703) 524-0937	All	Reasonable	
	(301) 924-1968	Sat–Sun	Reasonable		Henry Winokur	(301) 320-2104	All	Reasonable	henwin@cpcug.org
Rich Schinnell	(301) 949-9292	All	6:00p–9:00p		MONEY Conference	MIX	All	24 hours	
Doug Wagner	(301) 593-3505	Mon–Fri	Evenings		MEDICAL COMPUTING				
	(301) 593-3505	Sat–Sun	Reasonable		Bill DeRoche	(202) 927-4585	Mon–Th	1:00p–3:30p	wderoche@capaccess.org
Steve Workings	(301) 933-3832	All	9:00a–Mn		MEMORY MANAGEMENT				
HW Conference	MIX	All	24 hours		Doug Wagner	(301) 593-3505	Mon–Fri	Evenings	
HYPertext MARKUP LANGUAGE						(301) 593-3505	Sat–Sun	Reasonable	
Walt Houser	(301) 299-0593	All	7:00p–10:00p	houser@cpcug.org	DOS Conference	MIX	All	24 hours	
IBM BASEBAND					METASTOCK PROFESSIONAL				
Jim Laughlin	(703) 241-0110	All	7:00p–10:00p	laughlin@cpcug.org	Harley Wilbur	(301) 949-8131	All	Reasonable	
HW Conference	MIX	All	24 hours		INVEST Conference	MIX	All	24 hours	
NETS Conference	MIX	All	24 hours		MICROSOFT INTERNET INFORMATION SERVER				
INTERNET—NOT CPCUG.ORG					Jim Kay	(301) 431-8167	All	Reasonable	jim_kay@msn.com
Harold Goldstein	(202) 966-9091	All	Reasonable	dcbiker@goldray.com	MIX, USING THE				
INTERNET—ADVANCED					David Chessler	(301) 229-3984	All	7:00p–10:00p	
Mark Dezagottis	(703) 847-4479	Mon–Fri	8:30a–5:30p	markd@cais.com	MIX Conference	MIX	All	24 hours	
Michael A. Gabor	(703) 476-0020	All	Reasonable	magabor@cpcug.org	MONITOR SELECTION				
Harold Goldstein	(202) 966-9091	All	Reasonable	dcbiker@goldray.com	Craig Cornell	(703) 838-6898	Mon–Fri	6:00p–9:00p	ccornell@juno.com
Matt Pecori				pecori@dcez.dcez.com	Doug Wagner	(301) 593-3505	Mon–Fri	Evenings	
Stuart Winokur	(301) 229-0654	Mon–Fri	7:00p–11:00p			(301) 593-3505	Sat–Sun	Reasonable	
	(301) 229-0654	Sat–Sun	Reasonable	swinokur@pbs.org	GRAPHICS				
INTERNET—BASICS					Conference	MIX	All	24 hours	
Craig Cornell	(703) 838-6898	Mon–Fri	6:00p–9:00p	ccornell@juno.com	HW Conference	MIX	All	24 hours	
Mark Gollub	(301) 670-6349	All	Reasonable	mgollub@ix.netcom.com	NETWORK CONCEPTS				
Peggy Ireland	(301) 423-4526	Mon–Sat	Reasonable		Craig Cornell	(703) 838-6898	Mon–Fri	6:00p–9:00p	ccornell@juno.com
Bill Lathom	(410) 451-3955	All	10:00a–10:00p		Jim Laughlin	(703) 241-0110	All	7:00p–10:00p	laughlin@cpcug.org
in Annapolis					LAN Conference	MIX	All	24 hours	
Rich Schinnell	(301) 949-9292	All	6:00p–9:00p		NETWORKS—GENERAL				
Paul Shapiro	(301) 770-9512	All	9:00a–9:00p	pauls@cpcug.org	Craig Cornell	(703) 838-6898	Mon–Fri	6:00p–9:00p	ccornell@juno.com
ISO-9000					Mark Minasi	(703) 276-8940	Mon–Fri	5:00p–7:30p	
Edward H. Jentsch	(301) 279-0134	All	Reasonable	ejentsch@cpcug.org		(703) 276-8940	Sat	Nn–4:00p	
K-EDIT					LAN Conference	MIX	All	24 hours	
Bruce Kriebel	(703) 524-6694	Mon–Fri	6:00p–9:00p		NETWORKS—LANTASTIC ETHERNET				
	(703) 524-6694	Sat–Sun	10:00a–4:00p		Rich Schinnell	(301) 949-9292	All	6:00p–9:00p	
LAN					LAN Conference	MIX	All	24 hours	
Wayne Démoncourt				wayned@cpcug.org	NETWORKS—NOVELL				
LOTUS 1-2-3					Jim Laughlin	(703) 241-0110	All	7:00p–10:00p	laughlin@cpcug.org
Diane Cohen	(703) 841-9360	All	Reasonable		Stanley Nandus	(703) 323-8496	Mon–Fri	5:00p–10:00p	
Craig Cornell	(703) 838-6898	Mon–Fri	6:00p–9:00p	ccornell@juno.com		(703) 323-8496	Sat–Sun	10:00a–10:00p	
Jeff Levitan	(202) 606-2876	Mon–Fri	7:30a–4:00p		LAN Conference	MIX	All	24 hours	
	(301) 924-1968	Mon–Fri	5:00p–10:00p		NORTON UTILITIES				
	(301) 924-1968	Sat–Sun	Reasonable		Jeff Levitan	(202) 606-2876	Mon–Fri	7:30a–4:00p	
Roy Rosfeld	(301) 598-2825	All	Reasonable			(301) 924-1968	Mon–Fri	5:00p–10:00p	
SPREAD Conference	MIX	All	24 hours			(301) 924-1968	Sat–Sun	Reasonable	
LOTUS 1-2-3 2.01						(202) 745-5932	Mon–Fri	8:00p–Mn	
Mark Pankin	(703) 524-0937	All	Reasonable			(202) 745-5932	Sat–Sun	11:00a–Mn	r_steer@cpcug.org
SPREAD Conference	MIX	All	24 hours		Donald Wulfinghoff	(301) 946-1196	All	10:00a–8:00p	
LOTUS ORGANIZER					NOVICE				
Jeff Levitan	(202) 606-2876	Mon–Fri	7:30a–4:00p		Craig Cornell	(703) 838-6898	Mon–Fri	6:00p–9:00p	ccornell@juno.com
	(301) 924-1968	Mon–Fri	5:00p–10:00p		Arnie Kuzmack	(301) 949-3268	Mon–Fri	7:30p–10:30p	
	(301) 924-1968	Sat–Sun	Reasonable			(301) 949-3268	Sat–Sun	Nn–10:30p	kuzmack@umbc.edu
M LANGUAGE					Henry Winokur	(301) 320-2104	All	Reasonable	henwin@cpcug.org
Bill DeRoche	(202) 927-4585	Mon–Th	1:00p–3:30p	wderoche@capaccess.org	Donald Wulfinghoff	(301) 946-1196	All	10:00a–8:00p	
					NOVICE Conference	MIX	All	24 hours	

MEMBER	PHONE	DAYS	TIME	E-MAIL	MEMBER	PHONE	DAYS	TIME	E-MAIL
ONLINE: LEXIS/NEXIS, COMPUTSERVE, ETC.					PRINTERS—HP LASERJET				
Peggy Lucero	(301) 495-7744	Sun-Fri	7:00p-10:00p		Craig Cornell	(703) 838-6898	Mon-Fri	6:00p-9:00p	ccornell@juno.com
OPEN SYSTEMS					Jeff Levitan	(202) 606-2876	Mon-Fri	7:30a-4:00p	
Steve Gentino	(301) 621-0939	Mon-Fri	9:00a-Nn			(301) 924-1968	Mon-Fri	5:00p-10:00p	
ORACLE						(301) 924-1968	Sat-Sun	Reasonable	
John F. Prior	(312) 774-6696	All	Reasonable		Rich Schinnell	(301) 949-9292	All	6:00p-9:00p	
Michael Shunfenthal	(703) 866-9729	Mon-Fri	7:30p-9:30p		HW Conference	MIX	All	24 hours	
OS/2					PROCOMM PLUS (DOS & WINDOWS)				
Keith Bennett	(301) 871-7696	All	8:00a-9:00p	kbennett@cpcug.org	Craig Cornell	(703) 838-6898	Mon-Fri	6:00p-9:00p	ccornell@juno.com
Shmuel Metz	(703) 256-4764	Mon-Th	6:00p-9:00p		Ken Goldman	(301) 983-5905	Mon-Fri	7:30p-9:30p	goldman@oasys.dt.navy.mil
	(703) 256-4764	Sat	Sunset-9:00p		COMM Conference	MIX	All	24 hours	
	(703) 256-4764	Sun	9:00a-9:00p	shmuel@os2bbs.com	PROFESSIONAL FILE				
Mark Minasi	(703) 276-8940	Mon-Fri	5:00p-7:30p		Donald Wulfinghoff	(301) 946-1196	All	10:00a-8:00p	
	(703) 276-8940	Sat	Nn-4:00p		PROFESSIONAL WRITE				
C. Patrick Zilliacus	(301) 384-0972	Sat-Sun	Noon-9:00p		Donald Wulfinghoff	(301) 946-1196	All	10:00a-8:00p	
OS2APP Conference	MIX	All	24 hours		WORDS Conference	MIX	All	24 hours	
OS2GEN Conference	MIX	All	24 hours		PROFITWISE				
OS2TECH Conf.	MIX	All	24 hours		Steve Gentino	(301) 621-0939	Mon-Fri	9:00a-Nn	
PACKRAT					QBASIC (IN MS-DOS)				
Grady Tucker	(301) 840-5933	Mon-Fri	10:00a-5:00p		Paul Shapiro	(301) 770-9512	All	9:00a-9:00p	pauls@cpcug.org
PARADOX					BASIC Conference	MIX	All	24 hours	
Walter Clark	(703) 690-6027	All	8:00a-7:00p		QEDIT				
Craig Cornell	(703) 838-6898	Mon-Fri	6:00p-9:00p	ccornell@juno.com	Harley Wilbur	(301) 949-8131	All	Reasonable	
Larry Lynn	(301) 585-2300	All	Reasonable	CIS: 71401, 1374	QUATTRO PRO				
Quentin Remein	(301) 421-1152	All	Reasonable		Mark Pankin	(703) 524-0937	All	Reasonable	
PARADOX					SPREAD Conference	MIX	All	24 hours	
Conference	MIX	All	24 hours		QUICK BASIC				
PASCAL LANGUAGE					Mark Pankin	(703) 524-0937	All	Reasonable	
Rainer McCown	(410) 730-2575	Mon-Fri	10:00a-4:00p		BASIC Conference	MIX	All	24 hours	
	(410) 730-0379	Mon-Fri	6:00p-10:00p		QUICK BASIC 4.5				
PASCAL LANGUAGE-IBM					Paul Shapiro	(301) 770-9512	All	9:00a-9:00p	pauls@cpcug.org
Paula Stein	(703) 556-0458	Tue-Fri	7:00p-9:00p		BASIC Conference	MIX	All	24 hours	
PEACHTREE					QUICKBOOKS (DOS & WINDOWS)				
Norman Risch	(301) 754-0735	Mon-Fri	6:00p-9:00p		Mark Gollub	(301) 670-6349	All	Reasonable	mgollub@ix.netcom.com
	(301) 754-0735	Sat-Sun	Reasonable	norman.risch@mix.cpcug.org	Haytham Najjar	(301) 460-6798	Mon-Fri	9:00a-6:00p	
PEACH Conference	MIX	All	24 hours		QUICKEN (DOS & WINDOWS)				
PERSONAL EDITOR II					Craig Cornell	(703) 838-6898	Mon-Fri	6:00p-9:00p	ccornell@juno.com
Rich Schinnell	(301) 949-9292	All	6:00p-9:00p		Mark Gollub	(301) 670-6349	All	Reasonable	mgollub@ix.netcom.com
C. Patrick Zilliacus	(301) 384-0972	Sat-Sun	Nn-9:00p		Haytham Najjar	(301) 460-6798	Mon-Fri	9:00a-6:00p	
PIBTERM					R&R RELATIONAL REPWRITER				
David Chessler	(301) 229-3984	All	7:00p-10:00p		Earl Gershenow	(301) 504-0626	Mon-Fri	10:00a-5:00p	
PL/I						(301) 299-2943	All	9:00p-11:00p	
Shmuel Metz	(703) 256-4764	Mon-Th	6:00p-9:00p		RBBS-PC				
	(703) 256-4764	Sat	Sunset-9:00p		Ken Goosens	(703) 978-4339	All	6:00p-9:00p	
	(703) 256-4764	Sun	9:00a-9:00p	shmuel@os2bbs.com	SYSOP Conference	MIX	All	24 hours	
POWER BASIC					REXX PROGRAMMING LANGUAGE				
Donald Palomaki	(703) 351-8731	All	9:00a-5:00p		Keith Bennett	(301) 871-7696	All	8:00a-9:00p	kbennett@cpcug.org
	(703) 455-9262	All	6:00p-9:00p	CIS: 74534,2651	Bruce Kriebel	(703) 524-6694	Mon-Fri	6:00p-9:00p	
BASIC Conference	MIX	All	24 hours	dpalomak@sysplan.com		(703) 524-6694	Sat-Sun	10:00a-4:00p	
PRINTERS—GENERAL					Shmuel Metz	(703) 256-4764	Mon-Th	6:00p-9:00p	
Craig Cornell	(703) 838-6898	Mon-Fri	6:00p-9:00p	ccornell@juno.com		(703) 256-4764	Sat	Sunset-9:00p	
Jeff Levitan	(202) 606-2876	Mon-Fri	7:30a-4:00p			(703) 256-4764	Sun	9:00a-9:00p	shmuel@os2bbs.com
	(301) 924-1968	Mon-Fri	5:00p-10:00p		ADV Conference	MIX	All	24 hours	
	(301) 924-1968	Sat-Sun	Reasonable		OS2TECH				
Rich Schinnell	(301) 949-9292	All	6:00p-9:00p		Conference	MIX	All	24 hours	
Henry Winokur	(301) 320-2104	All	Reasonable	henwin@cpcug.org	REXX Conference	MIX	All	24 hours	
HW Conference	MIX	All	24 hours						

MEMBER	PHONE	DAYS	TIME	E-MAIL	MEMBER	PHONE	DAYS	TIME	E-MAIL
POWER BASIC					WINDOWS NT				
ADV Conference	MIX	All	24 hours		Jim Kay	(301) 431-8167	All	Reasonable	<i>jim_kay@msn.com</i>
OS2TECH Conf.	MIX	All	24 hours		John Williams	(301) 587-1720	Mon-Th	10:00a-4:00p	
REXX Conference	MIX	All	24 hours		WINFAX PRO				
SCSI					Mark Pankin	(703) 524-0937	All	Reasonable	
Mike Focke	(703) 620-2776	All	8:00p-10:00p		Howard Weeks	(301) 924-0400	Mon-Fri	2:00p-6:00p	
Doug Wagner	(301) 593-3505	Mon-Fri	Evenings		COMM Conference	MIX	All	24 hours	
	(301) 593-3505	Sat-Sun	Reasonable		WIN Conference	MIX	All	24 hours	
HW Conference	MIX	All	24 hours		WORD 6.0 FOR WINDOWS				
SLMR					Edward H. Jentsch	(301) 279-0134	All	Reasonable	<i>ejentsch@cpug.org</i>
David Chessler	(301) 229-3984	All	7:00p-10:00p		WORD MS (DOS & WINDOWS)				
SOLOMON					Richard Chused	(202) 662-9067	Mon-Fri	9:00a-5:00p	
Steve Gentino	(301) 621-0939	Mon-Fri	9:00a-Nn		<i>chused@WPGATE.LAW3.GEORGETOWN.EDU</i>				
SYSTEM DESIGN					Tom Ziemba	(703) 360-6549	M, W, Th	4:30p-8:00p	<i>tziemba@cpug.org</i>
Rich Schinnell	(301) 949-9292	All	6:00p-9:00p		WORDS Conference	MIX	All	24 hours	
ADV Conference	MIX	All	24 hours		WORDPERFECT				
TELEMAGIC (DOS & WINDOWS)					Craig Cornell	(703) 838-6898	Mon-Fri	6:00p-9:00p	<i>ccornell@juno.com</i>
Blair Reischer	(202) 429-2714	All	Reasonable	<i>reischer@cpug.org</i>	Walter Knorr	(703) 264-7787	All	9:00a-10:00p	
TROUBLESHOOTING—GENERAL					Arnie Kuzmack	(301) 949-3268	Mon-Fri	7:30p-10:30p	
Wayne Dernoncourt				<i>wayned@cpug.org</i>		(301) 949-3268	Sat-Sun	Nn-10:30p	<i>kuzmack@umbc.edu</i>
Jeff Levitan	(202) 606-2876	Mon-Fri	7:30a-4:00p		Matt Pecori				<i>pecori@dcez.dcez.com</i>
	(301) 924-1968	Mon-Fri	5:00p-10:00p		Roy Rosfeld	(301) 598-2825	All	Reasonable	
	(301) 924-1968	Sat-Sun	Reasonable		Alan Scher	(301) 657-8862	Mon-Fri	7:00p-9:00p	
Rich Schinnell	(301) 949-9292	All	6:00p-9:00p		WP Conference	MIX	All	24 hours	
Henry Winokur	(301) 320-2104	All	Reasonable	<i>henwin@cpug.org</i>	WORDPERFECT (5.1 & 6.0 DOS)				
HELP Conference	MIX	All	24 hours		Wayne Dernoncourt				<i>wayned@cpug.org</i>
HW Conference	MIX	All	24 hours		WORDPERFECT (DOS & WINDOWS)				
UNIX—BASICS					Craig Cornell	(703) 838-6898	Mon-Fri	6:00p-9:00p	<i>ccornell@juno.com</i>
Craig Cornell	(703) 838-6898	Mon-Fri	6:00p-9:00p	<i>ccornell@juno.com</i>	Ken Goldman	(301) 983-5905	Mon-Fri	7:30p-9:30p	<i>goldman@oasys.dt.navy.mil</i>
UTILITIES					Jeff Levitan	(202) 606-2876	Mon-Fri	7:30a-4:00p	
Rich Schinnell	(301) 949-9292	All	6:00p-9:00p			(301) 924-1968	Mon-Fri	5:00p-10:00p	
Erwin Schmerling	(301) 587-1283	Mon-Fri	7:00p-9:30p			(301) 924-1968	Sat-Sun	Reasonable	
VENTURA PUBLISHER					Howard Weeks	(301) 924-0400	Mon-Fri	2:00p-6:00p	
Robert Simanski	(703) 481-6776	All	Reasonable		WIN Conference	MIX	All	24 hours	
DTP Conference	MIX	All	24 hours		WP Conference	MIX	All	24 hours	
WHICH & WHY—DECISION SUPPORT					WORDPERFECT 5+				
John Bender	(703) 354-3114	All	Reasonable	<i>jbender@prodigy.com</i>	Craig Cornell	(703) 838-6898	Mon-Fri	6:00p-9:00p	<i>ccornell@juno.com</i>
WINDOWS					Rich Schinnell	(301) 949-9292	All	6:00p-9:00p	
Ken Goldman	(301) 983-5905	Mon-Fri	7:30p-9:30p	<i>goldman@oasys.dt.navy.mil</i>	WP Conference	MIX	All	24 hours	
Robert Simanski	(703) 481-6776	All	Reasonable		WORDSTAR				
WIN Conference	MIX	All	24 hours		Steve Workings	(301) 933-3832	All	9:00a-Mn	
WINDOWS 3.1					WORDS Conference	MIX	All	24 hours	
Jeff Levitan	(202) 606-2876	Mon-Fri	7:30a-4:00p		WORLD WIDE WEB				
	(301) 924-1968	Mon-Fri	5:00p-10:00p		Walt Houser	(301) 299-0593	All	7:00p-10:00p	<i>houser@cpug.org</i>
	(301) 924-1968	Sat-Sun	Reasonable		WORLD WIDE WEB CONTENT DEVELOPMENT				
Henry Winokur	(301) 320-2104	All	Reasonable	<i>hemwin@cpug.org</i>	Mark Dezagottis	(703) 448-4470	Mon-Fri	8:30a-5:30p	<i>markd@cais.com</i>
WIN Conference	MIX	All	24 hours		XYWRITE				
WINDOWS 95					David Lawsky	(202) 364-1944	All	Reasonable	
Jim Kay	(301) 431-8167	All	Reasonable	<i>jim_kay@msn.com</i>	Erwin Schmerling	(301) 587-1283	Mon-Fri	7:00p-9:30p	
Rich Schinnell	(301) 949-9292	All	6:00p-9:00p		WORDS Conference	MIX	All	24 hours	
WIN95 Conference	MIX	All	24 hours						

Directions to CPCUG SIG Meeting Room and Office

**51 Monroe Street, Plaza East Two
Rockville, MD 20850-2421 (301) 762-9372**

By Metro

Take the Red Line to the Rockville station. Before 6:30 p.m. on weekdays, go left via the west exit, up two floors to the B level, and across the enclosed walkway towards Rockville Center, over Hungerford Drive/Rockville Pike (Route 355). Go into the first entrance to the building on the left (51 Monroe Street) and bear left.

On weekends, and after 6:30 p.m. on weekdays, go left to the west exit, up one flight to the street level, then diagonally left to the traffic signal at the corner of Monroe Street and Rockville Pike. Walk up Monroe Street one-half block (toward the Judicial Center). 51 Monroe will be on your right, with a red canopy over the sidewalk at the entrance to the building. Take an elevator up one flight to the Plaza level. Go left out of the elevator lobby and then down the corridor.

By Auto

Driving north on I-270, be sure to be in the right-hand local lanes. Take Exit 5, marked Rockville Town Center-Potomac, for Falls Road, Route 189. Stay in the right-hand lane of the exit ramp so that you drive east on Maryland Avenue. At the third traffic light, turn right on Fleet Street. Turn left at the next traffic light, onto Monroe Street. Take the second right (still Monroe St.) and enter the garage by the red awning with 51 Monroe written on it.

From (Route 355) North (Gaithersburg area)—Go toward Rockville on Route 355. Go past the Hechinger's. Near the Rockville Metro Station, get into the right lane. Turn right (west) onto Monroe Street. 51 Monroe Street is immediately on your right (the high-rise building with a red awning over the entranceway). The parking garage is under the building to the right of the entrance. If the doors to the building are not open, call the above telephone number to determine if anyone is in the office.

From (Route 355) South—Go north on Rockville Pike toward Rockville Center. Bear left onto Route 28 (follow signs for Route 270). Go one block on Route 28 toward the west. Turn right (north) onto Monroe Street. (There is a Potomac Valley Bank on the left side at the corner.) Go one block to the stop sign. Proceed on Monroe Street to the right around the corner. 51 Monroe Street is immediately on your left (highrise building with the red awning over the entranceway). The parking garage is under the building to the right of the entrance.

Parking fees are collected until midnight on weekdays and from 3:00 p.m. to 11:00 p.m. on Saturdays. Bring your parking ticket with you to the office to get it stamped. Otherwise, you will have to pay the hourly rate when you leave the garage. If the doors to the building are not open, call the above telephone number to determine if anyone is in the office.

Directions to NIH

**CPCUG General Meetings Held in the
Masur Auditorium of the National Institutes
of Health (NIH)**

By Auto

Take the Wisconsin Avenue south exit off the Beltway. Go south on Wisconsin Avenue (Rockville Pike) about one mile. Turn right at the third light onto Wilson Drive. Go to the stop sign and turn right onto Center Drive. Follow Center Drive as it curves around to the left. Turn left onto Memorial Drive and then immediately right into the entrance to the garage.

By Metro to NIH

Take the Red Line to the Medical Center stop. Building 10 is approximately four blocks across the NIH campus. (See map.)

Directions to NIH



Member Information eXchange (MIX) Bulletin Board System

The Member Information eXchange (MIX) is the CPCUG's bulletin board system. Set your comm program for 8 data bits, no parity, 1 stop bit, and call (301) 738-9060 (metro area), (301) 220-0543 (Md. non-metro), or (703) 319-0069 (Va. non-metro). Multiple family members can use their family's CPCUG membership number to register on the MIX under their own names. To join a conference on the MIX, enter J at the menu.

Special Interest Conferences

Name	Num	Description	Moderator(s)
ACCESS	83	MicroSoft Access DBMS	Rick Shaddock
ADV	4	Advanced users/programmers	Jack Fong
ALPHA4	5	Alpha Four data base	Steve Workings
ASTRO	6	PC applications in astronomy	Walter Nissen
ATT	7	AT&T PC 6300 and related machines	Donald Palomaki
BASIC	9	BASIC programming language	Ray Metler Donald Palomaki
BBS	10	Bulletin Board Listings and Info	Mike Focke
C	14	C/Unix	Fran Horvath
CDROM	15	CD-ROMs for PCs	Fran Horvath
CODE	16	Source code repair shop	Fran Horvath
COMDEX	84	COMDEX info	Rod Wright
COMM	17	Communications	Fred Holmes Gerhard Postpischil
CONSULT	18	PC consultants information exchange	Lori Austin
DELPHI	85	Delphi Discussion	Walter White
DISABLE	20	Use of PCs by disabled people	Lloyd Rasmussen
DISK	21	Hard disks; opticals; floppies; controllers	Mike Focke Doug Wagner
DOS	22	MS-DOS; DR DOS; etc.	Charlie Dunbar
DTP	23	Desktop publishing on the PC	Jelks Cabaniss
EDUC	24	Computers in education	Ross Lenet
FLAME	82	Anything goes in FLAME!	None
FOX	26	FoxPro; FoxPlus; FoxBase; etc.	David Crooks Patrick Finucane
FRAMEWK	27	Framework integrated software package	Wayne Dernoncourt
FUTURE	28	Future of personal computers	Bill Redisch
GAMES	29	Games	Joe Gilvary
GARDEN	86	Home and Garden	Bill Larkins KC Shore Lynne Sturtz
GRAPHIC	30	Graphics	Gerhard Postpischil
HAM	31	Computers in amateur radio	Rick White
HW	33	Hardware	Jack Fong
INVEST	34	Investments	Warren Sanborn
LAN	35	Local area networks	Stanley Naudus Susan Ellsworth
LAPTOP	36	Laptop PCs	Bob Morrison
LAW	37	Laws/regulations affecting PCs	Seth Greenstein
MAC	38	Apple Macintosh	Bob Morrison
MEDICAL	39	Medical applications	Bill DeRoche
MONEY	44	Financial applications such as Quicken	Rick White
NETS	46	Internet; CapAccess and other public networks	Bill Lathom Henry Noble
NUMBER	51	PC applications in number theory	Arnie Kuzmack
OOPS	53	Object Oriented Programming Systems	Jack Fong
OS2APP	54	Technical discussion of OS/2 applications	Patrick Zilliacus Rod Wright
OS2GEN	55	General discussion of OS/2 operating system	Herb Tyson Patrick Zilliacus
OS2TECH	56	Technical discussion of OS/2 operating system	Rod Wright Rod Wright Herb Tyson Patrick Zilliacus
PARADOX	57	Paradox data base package	Mark Kantrowitz
PEACH	58	Peachtree accounting software	Norman Risch
PHOTO	87	Photography & Computers	Mike Stein
PRETEEN	60	For Kids under 13	
REALEST	61	Real estate discussion	Stan Doore Larry McGoldrick
REXX	63	REXX Programming Language	
ROOTS	64	Use of PCs in genealogy	George Archer
SCHOLAR	65	For writers; researchers; scholars; journalists; humanists; others beyond the mechanics of word processing	David Chessler Fred Holmes
SENIORS	89	For Senior Citizens	Jack Carlson
SHARE	66	Shareware	Larry McGoldrick
SPREAD	67	All the various spreadsheet programs	Bill Landau
SQL	68	SQL and RDBMS	Alok Nigam Walter White

Special Interest Conferences (continued)

Name	Num	Description	Moderator(s)
STAT	69	Statistics	Doug Wagner
SYSOPS	70	BBS in General	Michael Kane
TEENS	71	13 and Up	Gregory Oshel
TRAVEL	88	Travel Discussion	Gene Gould
UNIX	73	Unix, Linux, etc.	Alan McConnell
WIN	77	Windows	Larry McGoldrick
WIN95	90	Windows 95	Jeff Peters
WINNT	78	Windows NT	Susan Ellsworth Charles Kelly
WORDS	79	Word processing	Robert Oshel Bob Morrison
WP	80	WordPerfect	Bob Morrison Robert Oshel
XBASE	81	dBASE and Related	Jelks Cabaniss
XFIRE	41	Debate on many topics	Patrick Zilliacus

CPCUG Service Conferences

Name	Num	Description	Moderator(s)
BUYING	13	Buying Group	Chip Dodge George McLennan
CPCUG	19	General comments & suggestions re CPCUG	Paul Shapiro Rich Schinnell
MEMBER	40	Membership questions/complaints	Terrence Miller Randy Steer Lynne Sturtz
MIX	42	Comments on this MIX system	Michael Kane Bill Feidt Rich Schinnell
MONITOR	45	Monitor comments and suggestions	Eldon Sarte Michael Kane Richard Biffel Rich Schinnell
NOTICE	47	Notices of CPCUG activities (see also NOTICEG for non-CPCUG activities)	
TRAIN	72	Information about CPCUG training seminars	Joel Jacobson Greg Smith Lynne Sturtz
VOL	75	Volunteers	Fred Holmes Sondra Katz
WATSON	76	CPCUG's Watson voice response system	Fran Horvath

General Interest Conferences

Name	Num	Description	Moderator(s)
ADS	1	Computer related ads, NON-commercial	Patrick Zilliacus Wayne Dernoncourt
ADSC	2	Computer related ads, commercial	Wayne Dernoncourt Patrick Zilliacus
ADSGEN	3	Non-computer related ads	Wayne Dernoncourt
BALT	8	Baltimore SIG	Bill Lutz
HELP	32	Help	Mike Focke
MIXNET	150	Internet Email	SYSTOP
NOTICEG	48	General Notices	Gabriel Goldberg Fred Holmes Charles Kelly
NOVA	5	Northern Virginia SIG	Bill Landau
NOVICE	49	Help for Novices	
REFER	62	Requests for referrals for paid assistance	
VENEXP	74	Experience with local and mail order vendors	Chris De Francisci Patrick Zilliacus

Notes for Newcomers

The Capital PC User Group, Inc., a support organization for users of personal computers, was established in 1982. Although the group serves primarily the Washington, DC, metropolitan area, members are located all over the world.

The Capital PC User Group provides a forum for the exchange of information and experience by PC users. Activities include a telephone helpline, e-mail, a monthly meeting, a shareware software library, educational seminars, a monthly magazine, the MIX electronic bulletin board system (BBS), and Special Interest Groups (SIGs) for areas of specialized interest. Annual dues are \$35; for two years, dues are \$65; for three years, \$90. International dues are \$50 a year. Of this, \$5 is for a subscription to the *Monitor*.

To become a member, please fill out the membership form and send it, along with a check for your dues, to **Capital PC User Group, Plaza East Two, 51 Monroe Street, Rockville, MD 20850-2421**. Please be patient. Your membership starts with the first magazine mailed to you. It may take 4–6 weeks before you are included on the mailing list or receive your membership card.

For General Meeting information, call (301) 762-6775. General Meetings are held on the second Monday of each month in the Masur Auditorium, on the first floor of the Clinical Center (Building 10), at the National Institutes of Health (NIH). The main entrance is on Center Drive; an underground parking lot is located off Memorial Drive.

The format for each meeting is:

6:00 p.m. (in cafeteria): SIG representatives available to discuss SIG activities.

6:15 p.m.: Membership registration, *Monitor* sales, and software library disk sales and information.

7:00 p.m.: SIG presentation or general Q&A.

8:00 p.m.: General Meeting main presentation. All other activities close.

Directions to Baltimore SIG Meeting

I-95 Access

From I-95 North or South, take I-195/Rt. 166 North exit, Rt. 166 toward Catonsville. Once on Rt. 166 move to the right, take first exit (on the right) to UMBC. If possible, park in the 2-tier parking lot (straight ahead). Walk on the walkway which passes the Admin. Bldg. (10-story) to a courtyard. On the left is the University Center/Bookstore. The meeting is on the third floor, in the Ballroom Lounge.

I-695 (Beltway Access)

I-695 East or West to Wilkens Ave., Exit 12C. Exit south toward Catonsville. Turn at first left, Walker Ave. At stop sign, turn right onto Loop Rd. Locate the 2-tier parking lot, park there if possible. Walk on the walkway which passes the Admin. Bldg. (10-story) to a courtyard. On the left is the University Center/Bookstore. The meeting is on the third floor, in the Ballroom Lounge.

William Lutz (410) 765-2908
UMBC Voice Mail (410) 455-2790
Baltimore BBS (410) 765-0889

Directions to Washington Gas

Some Virginia SIG meetings are held at the Washington Gas Company, 6801 Industrial Road, Springfield.

From I-395 Exit at Edsal Road West; First left onto Industrial Drive; Right on Industrial Road; 6801 is just before Backlick Road.

From Backlick Road Just North of the I-395 Overpass, turn onto Industrial Road. 6801 is on the right, about 1/4 mile from Backlick Rd.

Membership Form

Send To: **Capital PC User Group, Inc.**
Plaza East Two
51 Monroe Street
Rockville, MD 20850-2421

Name _____

Address _____

City/State/ZIP _____

Telephone (Evening) _____

Telephone (Day) _____

Member Number _____

New Membership 1 year—\$35

Renewal 2 years—\$65

Change of Address 3 years—\$90

(Outside the U.S., dues are \$50 per year)

Charge dues to my: VISA MasterCard

Card Number _____

Expiration Date _____

Signature (required for credit cards):

List name in directory Yes No

Name and address information may be made available to computer-related businesses as approved by the Editor. Most often the list is released to vendors desiring to announce their General Meeting presentations. If you do not wish to be included in the directory, mark the appropriate box above.

Note—If paying by credit card, the Membership Form may be faxed to (301) 762-9375.

Computer Magazines at Great Prices!

Through an arrangement between the Capital PC User Group and Telmar Associates, special rates are available to Capital PC User Group members.

These rates are available for new or renewal subscriptions. For renewals, an address label from your present subscription must be included with your order.

Magazine	1 Year	2 Years	3 Years
Byte	\$13.90	\$25.90	
Computer Life	\$11.97	\$21.97	\$30.97
Computer Shopper	\$17.97	\$33.95	\$48.95
Dr. Dobbs Journal	\$15.95	\$30.95	\$43.95
Home Office Computing	\$ 9.50	\$16.50	\$24.50
Mac Home Journal	\$15.97	\$28.97	
Mac User	\$11.97	\$21.95	\$29.95
Mac World	\$12.95	\$24.95	\$35.95
Microsoft System Journal	\$21.95	\$39.95	\$57.95
Mobile Office	\$10.80	\$18.75	\$25.90
Net, The	\$ 8.97	\$16.97	\$24.97
Netguide	\$11.97		
PC Computing	\$11.50	\$21.90	\$31.80
PC Laptop	\$12.95	\$23.95	
PC Magazine	\$25.97	\$48.95	\$68.95
PC World	\$16.95	\$29.95	\$42.95
Publish	\$17.95	\$33.95	\$48.95
Windows	\$13.90	\$22.95	\$32.95
Windows Sources	\$11.95	\$21.95	\$30.95
Yahoo! Internet Life	\$13.95	\$25.95	\$37.95

These prices are for new subscriptions and renewals. All orders must be accompanied by a check, cash or money order. Make payable to Herb Goodman, and mail to:

Herb Goodman
8295 Sunlake Drive
Boca Raton, FL 33496
Telephone: (407) 488-4465
Internet: 2060375@mcimail.com

Please allow 10 to 12 weeks for your magazines to start. For renewals you must supply an address label from your present subscription to insure the correct start of your renewal. As an extra service I will mail a renewal notice to every subscriber about 3 months prior to their expiration date.

If you have a web site please do not publish this list on the Web. These prices are only for members of computer groups, not the general public. Please publish the list in your newsletter.

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CPCUG Calendar, 1996 & 1997

Capital PC User Group General Meetings are held in the Masur Auditorium, in Building 10, the Clinical Center, on the National Institutes of Health (NIH) campus, Bethesda, MD, every second Monday. The *free* Saturday Seminars are held every third Saturday in the Lipsett Amphitheater at NIH. To help with your planning, the approved meeting and seminar dates are as follows:

General Meetings

December 9
 January 13, 1997
 February 10, 1997
 March 10, 1997
 April 14, 1997
 May 12, 1997
 June 9, 1997
 July 14, 1997
 August 11, 1997
 September 8, 1997
 October 13, 1997
 November 10, 1997
 December 8, 1997

Saturday Seminars

December 21
 January 18, 1997
 February 15, 1997
 March 15, 1997
 April 19, 1997
 May 17, 1997
 June 21, 1997
 July 19, 1997
 August 16, 1997
 September 20, 1997
 October 18, 1997
 November 15, 1997
 December 20, 1997

Advertising Rates

Size	No. of Insertions			
	1x	3x	6x	12x
Full Page	\$500	\$475	\$450	\$425
1/2 Page	300	285	270	255
1/3 Page	200	190	180	170
1/4 Page	175	166	158	149
1/6 Page	110	105	100	95
1/8 Page	100	95	90	85
Column Inch	70	65	60	55

For cover rates and/or more information, call Art Ungerleider at (703) 780-8218

Notice to Advertisers

Commercial Advertising rates:

Rates are based on black-and-white, camera ready copy, per insertion for non-cover and non-special positioning. Contract required to earn multiple insertion rates.

For non-cover, black-and-white advertisements that require special positioning, a 10% surcharge will be applied.

For cover and/or color advertisements, contact Art Ungerleider at (703) 780-8218 for details.

Approximate dimensions for ads are (W x H):

<i>FULL PAGE:</i>	8½" x 11"
<i>1/2 PAGE:</i>	7¼" x 5" or 3½" x 9¾"
<i>1/3 PAGE:</i>	7¼" x 3¼", 2¼" x 9¾", or 4¾" x 4¾"
<i>1/4 PAGE:</i>	3½" x 4¾"
<i>1/6 PAGE:</i>	2¼" x 4¾"
<i>1/8 PAGE:</i>	3½" x 2¼"
<i>COLUMN INCH:</i>	2¼" x 1"

Insertion orders, camera ready copy, and ads that require typesetting (charged at cost) must be received by the first of the month preceding the date of the publication.

Checks must accompany order. Make checks payable to: Capital PC Monitor.

Advertising Sales: Art Ungerleider, (703) 780-8218.

All advertisements are subject to the approval of the Editor.

Help Young Computer Scientists in Your Community

A Special Volunteer Opportunity for CPCUG Members

Each year the DC area's best and brightest, from ages 11 to 18, set up their booths at science fairs. The cream of the crop from the area's middle and high schools, these young people have worked hard to master complex technology and create interesting experiments. For their dedication and ingenuity, these boys and girls deserve our appreciation and acknowledgment.

In 1996, CPCUG made awards to 10 deserving students with computer-related projects submitted to county science fairs in the Washington metropolitan area. With enough volunteers, CPCUG will underwrite two awards each for up to 10 participating county (or equivalent regional) science fairs again this year. You do not need to have special expertise to be a judge.

But volunteer judges are needed for this project to succeed. CPCUG member Walt Houser is coordinating this effort, but he needs the help of CPCUG members willing to volunteer as judges. If you want CPCUG to recognize young scientists in your city, county, or region, then call Walt at (301) 299-0593, send e-mail to houser@cpcug.org, or leave a message (to Walter Houser) on the MIX's CPCUG Conference (19). Last year judges got badges and other goodies from Rich Schinnell's cache in the back room. But the best reward is seeing the excitement on these young faces as they explain their work and get our recognition.

Are you wondering whether you know enough about computers to be a judge? That should not be a problem for the typical CPCUG member. Experienced CPCUG volunteers can get you oriented, the Science Fair provides judging criteria and instructions, and senior judges can answer questions and provide help. The most important qualifications of a good judge are a willingness to learn and an interest in young people. By volunteering, you demonstrate to these young people that responsible adults are willing to give their time and energy to promote the intellectual growth of the area's young people. Also, you will tell these youths that CPCUG provides enjoyable opportunities to learn and to contribute to others. You will also encourage young people in the pursuit of technical excellence in the many special interest groups of CPCUG.

CPCUG makes awards for outstanding performance in the understanding and/or application of computer or telecommunications technology. Although awards may be made in any category of the fair at the discretion of the judge, most of us focus our time in the computer science category. Last year student awardees received a \$50 savings bond, a plaque or certificate, and a free one-year full membership to CPCUG. As an extra bonus, Past President and Programs Director Rich Schinnell handed out T-shirts, totebags, screw drivers, and other prizes.

Judges will prepare the award citations to reflect the specific efforts and accomplishments of the awardee and his/her project. All else being equal, awards will be granted in a manner that maximizes the number of students receiving recognition at each fair. Therefore, at the judge's discretion, preference may be given to deserving projects not already honored.

Contact: Walt Houser, (301) 299-0593 (h)

E-mail: houser@cpcug.org

MIX: Walter Houser in CPCUG Conference (19)

TeraTech

2/3 page ad---C4

Capital PC User Group
51 Monroe Street
Plaza East Two
Rockville, MD 20850-2421

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