Notes on Meeting **11th May 2016**.

Agony Corner:

After a review of the notes from the last meeting we moved onto new items:-

1) 'After I upgraded to Windows 10, my Kaspersky virus software 'disappeared'. I had to reinstall.

- This seems to be a common problem and discussed on several forums.
- One from the Kaspersky site reads "*Some really good advice is to uninstall Kaspersky completely before you upgrade to Windows 10 and install 2016 fresh when Windows 10 is running smoothly with all upgrades etc., especially important if you have an older versions of Kaspersky installed*".

2) 'After I'd done a 'reset' of Windows 10, I was given a list on the desktop of all the programmes that had been deleted in the process'.

- This led to further discussion on Win 10 'reset' and 'refresh' which can be looked at further in the next meeting.

3) ' How can I best protect my most precious files and photos from possible loss during any future 'upgrades'?'

- Best to take multiple precautions. Make data/photo backups to storage *away from your computer*....e.g.
- Cloud storage, e.g., Google Drive, Microsoft One Drive and Drop Box etc. All have the advantage that they can be accessed from any PC or tablet, but of late free storage capacity has been reduced and, whilst unlikely, some on line services can be stopped with little or no notice.
- Copies should also be made to USB Flash Drive and/or CD/DVD and/or USB hard drive. The cost per Gigabyte has come down considerably and all these can be detached from the computer (and hence protected from malicious attack) until required.

4) 'I've had an email from Windows Live Mail to say that they are going to close my email account. There's a link to click to keep it open'.

- Without seeing the exact email it would normally be safe to assume that this is a phishing scam and the email should be deleted without action. *However....*
- Microsoft have announced that they are stopping support for WLM on June 30th and will be writing to some users! This will have particular impact on those who use any of the following accounts:- fbloggs@outlook.com. fbloggs@hotmail.com, fbloggs@hotmail.co.uk, fbloggs@live.com, or fbloggs@msn.cm .
- More information can be found at www.snipca.com/20549 and the topic can be discussed further at the next meeting.

Tips:

During the Q&As and the later presentation, questions arose about PDFs, conversion from web pages and OCR to editable docs.

- **Web pages to pdf**
    - In Chrome on the web page desired, go to the 3 horizontal bars at top right, click to bring up the options box then 'Print'. This will bring the print dialogue box with an illustration of the

document. In the left hand column will be an illustration of your default (normal) printer. Click 'Change' and another option box will come up, Select 'Save as PDF'.
- o You can see the web page and pdf version in the Slide Show *(PDF attached to members' email)*
- o If you just want a page view, then the built-in Windows Snipping Tool can be very useful.
- **PDFs to editable docs.**
  - o You may have a pdf that you would like to edit but this is not normally possible without expensive software. You can, however, use OCR (Optical Character Recognition) and basic software for this is usually included with your scanner. These simple OCR programmes do not always give good results and need a lot of adjustment to get there.
  - o There are many on-line programmes offering to convert PDFs to, say, Word docs but may result in just giving you a picture of the PDF that still may not be editable.
  - o The best *online OCR* I've found is http://www.onlineocr.net/ . Unlike many others it will recognise and convert pdfs scanned from documents as well as native prepared pdfs. Just drag your pdf onto the page to upload then follow the onscreen instructions. This gives excellent conversion of the text to editable yet retains the general format and any pictures.
  - o You can also use Google Drive. Upload the pdf to your account on Drive. Highlight the file uploaded (not opened); click on the 3 dots icon – More Actions – open with Google Docs.
  - o Editable document (pictures stripped) shows. This can be edited within Google Docs or go to 'File'/download as/Microsoft Word (*.docx) or whatever you wish.
  - o Please note that the results are not as good as the Online OCR above but nevertheless it does seem to handle pdfs from scans as well as native pdfs.
  - o It is possible, using a similar procedure in Microsoft OneDrive, to convert a pdf to doc file but the results are not as satisfactory as either of the above. Allegedly, this facility is available in MS OneNote but I haven't been able to get it to work.

Topic for the Day:

'Computer Safety Update' - Essential security programmes you need in addition to your anti-virus software.

We worked through a PowerPoint presentation which concentrated on just a few of the programmes you should have on your PC in addition to the normal anti-virus.
There's too much detail to be covered here so I've converted the full content of the slide show into a **PDF,** *(attached to original email).* All hyperlinks are active and will take you to the relevant web site as required.

Any queries, please bring up at the next meeting.

Next Meeting:

Date: ~~Wednesday 8th June,~~ Wed 13th July – 1.30 pm at Bacton Village Hall

Topic for the day: Once again**,** the members have requested another session on **'Windows 10'** – where are we? If we've already upgraded, what are the problems? If we haven't, what do we need to know before the 29th July free upgrade (from Windows 7/8.0/8.1) ends?