

Email Notes: Meeting 26/06/2020

With many apologies for the tardiness of this email, here are a few notes on our 8x8 virtual meeting on 26 June (please see **P.S.** at the end).

Present at our first meeting since the lock down: Ann W, Jean R, Dave P, David W, Harold T, Rick L- H and Peter D. We were particularly happy to see Harold and Jean there who had had only a little tuition on the whys and wherefores of video conferencing a few days before (see note 5). Whilst we suffered a few technical difficulties (mainly at my end) it was good to talk again and along the way we had a lot of fun.

I'll keep this report brief as, hopefully, those who needed to took notes at the time. I did record the proceedings on my phone as an aide memoire.

1) We discussed the pros and cons of upgrading an ancient lap top from **Win 7 to Windows 10** together with the associated issues of upgraded hard drives (internal or external) and the secure back up of valuable data. Dave P took the lead in helping David W through the morass of options. We also floated the idea that, as technology has moved on so much over the last 5 years, it might be worth considering a new lap top altogether rather than all the hardware and software upgrades. Dave suggested that a good starting point in the £400.00 range might be the Lenovo IdeaPad 330 15.6" at CCLOnline, CCL Code: NOT06683, <https://tinyurl.com/yxq74k7g>

2)There is also the possibility of '**losing**' **MS Office programmes** in the transitions. With suitable programme discs and the correct serial numbers this might not be an issue but as Microsoft will shortly be stopping support for Office 2010, other options are available. As discussed at earlier meetings (JH) licence numbers for Office 2019 can be bought cheaply on eBay to activate the programme downloaded from the Microsoft store. Another option is the free Libre Office which is totally compatible with all MS file types. Have a look here <https://www.libreoffice.org/> . Previously we'd recommended Trio-Office as a free alternative to MS Office but whilst it is very comprehensive and handles all MS Office formats, it will not allow you to print documents (and one or two other limitations) without upgrading to the paid for version (admittedly only c £7.00 pa).

3) A suggestion for **Kindle** users: It always has been possible to upload documents (pdfs etc) to your Kindle account but it can be unreliable and pdfs are not easy to read on a Kindle. If you have a large PDF that you would like to read on your Kindle, it is very easy to do this by converting the pdf to Kindle azw3 format using 'Calibre', connecting the Kindle to PC by USB and copying the converted file into 'documents' on the Kindle. I've made a short demo showing how this works. Interested? (*Download link for Dropbox provided to members in original email*).

4) **WhatsApp** on PC: It can be fiddly for some of us to send WhatsApp text messages from the phone and/or it would be nice to view and download pictures to the PC? It's very easy to install WhatsApp on the PC to do these things with ease. All the info, here <https://www.whatsapp.com/download>

5) **8x8 Tutorial**: I've recorded a video covering the use of 8x8 video conferencing which may be of use, (*link again to Dropbox to members in email*)

6) **Photoshop alternative** (Rick question): Easy to use with all the tools you would need, Faststone Image viewer is ideal. Whilst it doesn't have a layers facility it does have all the tools you will need to manipulate your pictures and a nice touch is the Print>Design and Print option when you can add several pictures to one screen and resize and auto or manual layout on the page. This can be saved as a file or printed directly. Get a trouble free download via the <https://ninite.com/> page.

7) Remove '**Edge**' notification: You may have had an annoying notification land on your desk top which seems impossible to remove without accepting it. Attached (to original email) is a PDF showing how.

Next Meeting: If there is the demand, I would suggest another vc meeting in September, say **Friday 18th September** – I'll issue the invitations closer to the time.

Hope you are all keeping well and enjoying some of the new freedoms we have (while they last !)