

WELCOME NEW KCS MEMBERS

Bonnie Combs Cherry Rachal Dee Temple

IF YOU DON'T HAVE THE WIN 10 FALL CREATORS UPDATE

The Fall Creators Update (version 1709) uses roughly 3 GB of bandwidth and disk space. If your PC is running an earlier version of Windows 10 (as might be the case if you restored it using the manufacturer's recovery media) and you don't want to wait for Windows Update, you can use the Windows 10 Update Assistant to get the latest version. Visit the [Windows 10 Download page](#) and click Update Now to start the process.



That action downloads a very small installer file that runs a compatibility check and then, assuming the device passes all compatibility tests, begins the full upgrade. The Update Assistant is a straightforward wizard that doesn't require technical knowledge to use.

How long does a Windows 10 upgrade take?

That's primarily dependent on the performance of your system. Windows Setup uses hardlinks to migrate data files, so the amount of data files shouldn't have a significant effect on install times. In my experience, the update can take as little as 30 minutes and as much as two hours. Anything more than that indicates a problem.

This info is a modified version from an article by [Ed Bott](#) at http://www.zdnet.com/article/hands-on-with-windows-10-upgrading-installing-and-activating-in-the-real-world/?loc=newsletter_small_thumb&ftag=TRE-03-10aaa6b&bhid=20921383588261870900618424298346

THE KCS NEWS

Official Newsletter of
 Kitsap Computing Seniors
 PO Box 3166, Silverdale, WA 98383-3166
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www.KitsapComputingSeniors.org

~~ DECEMBER MEETING ~~

Monday, December 18, 2017

**Sheridan Park Community Center
680 Lebo Blvd. in East Bremerton.**

10:00 a.m. to 11:00 a.m.

Invited Speaker

KCS member, Roger Miller, will talk about protecting sensitive data stored on your computer using VeraCrypt encryption software.

December 2017 Activities

- Dec 1 Sylvan Way Library Lab 1:30 – 3:00**
- Dec 7 Bremerton Lab 2:45 – 4:05**
- Dec 8 Sylvan Way Library Lab 1:30 – 3:00**
- Dec 11 Stock Discussion SIG 12:30 – 3:30**
- Dec 12 Bremerton Lab 2:45 – 4:05**
- Dec 13 NO OPEN FORUM TODAY**
- Dec 15 Sylvan Way Library Lab 1:30 – 3:00**
- Dec 18 KCS GENERAL MEETING 10:00 - 11:00**
- Dec 18 KCS Board Meeting 11:30 – 1:00**
- Dec 25 Merry Christmas**

See the *KCS Resource* page at
www.KitsapComputingSeniors.org
 for locations and descriptions of activities.



President's Message

It was such a privilege to accept this award, but to tell you the truth....I still can't believe that my name will go on a plaque in our State Capitol Building, along with those who were chosen for this award before me and those chosen after me. *What an unexpected honor!*

Cheryl Smith

cherylsmith05@yahoo.com

Hello everyone-

Recently I was chosen as the 2017 Recipient of the Helen Norris Award for the State of Washington. When the award was presented to me, it was described as an agency award presented to individuals who truly embody outstanding and positive social change. This award was the outcome of the nomination submitted by Lutheran Community Services.

I was blown away when I was told that I would receive this prestigious recognition. I had no previous clue I had been nominated!

As I understand the selection process, each county submits their entries, and then a small number of selected people go through each entry individually using a criteria representing what this award stands for.

The main focus is whether the person volunteers their time in their community. It was stated that they were quite impressed that everything I do embodies volunteering that touches the senior set. Since retiring, it has been a joy to volunteer my time in various sectors. My volunteer service includes working with RSVP (Retired Senior Volunteer Program). I also volunteer my time as a member of an Advisory Council in Bremerton. I am a certified SAIL Instructor (Stay Active and Independent for Life) that allows me to assist seniors in maintaining a fit lifestyle. And just recently, as we know, I became the President of Kitsap Computing Seniors, which includes being responsible for Membership and taking charge of Public Relations.

When I retired, I looked for projects to get involved in that would make a difference. I am proud to say that my volunteer experience is time well spent in this wonderful community.



November KCS Speaker, Larry DuSavage, reviewed many subjects of his Open Forum Classes and provided us with information about internet security, passwords and ways to keep apps/programs updated.

TAX-AIDE VOLUNTEERS NEEDED

Tax volunteers receive free tax training in December and January. Even if you don't have accounting or tax preparation experience, becoming a tax volunteer may be right for you.

Get the joy and satisfaction of helping others by joining the AARP Foundation Tax-Aide volunteer team.

For more information or to volunteer, contact Doug Stauner at Doug_St@Hotmail.com or (360) 692-4670.



KCS Website Re-Do Update... Submitted by Cheryl Smith

KCS Members: Below is a synopsis of what the Board discussed regarding the re-vamping or updating our KCS Website. It was brought to your attention in our November newsletter that the Board has voted to tackle this (not so small) project!

Please take a look at our current website at kitsapcomputingseniors.org, and let us know what you would like to see stay in place, what you would like to see change, or what you would like to see added. Please send all your constructive ideas, input or thoughts to: kitsapcomputingseniors@gmail.com On the subject line, please put: **KCS Website** so we will know your email is associated with the website project. The deadline for all email input will be **January 10, 2018**, so the Board will be able to start the discussion process at the January 15, 2018 Board Meeting.

As discussed at the Board Meeting, we would suggest taking the time to seek out other websites that may have the “bells and whistles” that we would like to implement on our own website. If you find some cool stuff to share, let us know the website you visited and the links you want us to use to see what you found.

Everyone's help would be greatly appreciated, and your participation would be measured beyond words. Let's have fun giving our website a fresh new face-lift, and the possibility of enhancing our image within the community.

Key people who will have special input to the website are:

Cheryl Smith: Membership/Public Relations/About KCS/Approve all Future Changes

Jim Bromley: New Horizons

Jack Roudebush: Newsletter/Education/Classes (Labs)/Calendar

Doug Stauner: Tech List/Email List/Make all Future Changes (Point Person)

Don Brown: SIG Group

Larry DuSavage: Open Forum/Dust Bunnies

Lorie Kolby: General Information/Brochure Updates

Ruth Stephens: General Meetings/List of Trustees/Resource Page

Mary Krotzer: Sunshine (Cards sent out on the behalf of KCS)

Graphic Designer: Laura Moynihan has provided us with an estimate of \$500.00 for 10 hours. Cost may change depending on how long it takes to create the first draft and make changes to the draft until we have a completed website. There will be additional cost if anything new is added to the final website.

— My wish list for future changes to our website, if we are able to add them, are: 1) Automatic dues reminder notices emailed to members; 2) Allow current members to pay renewals online; 3) New members able to complete applications and submit them online with their \$20.00 fee automatically deposited.

Any questions, **DO NOT** hesitate to send me an email at kitsapcomputingseniors@gmail.com, and on the **Subject Line** put: **Website Question** for Cheryl Smith



Windows 10 Tips

Disable Annoying App Notifications

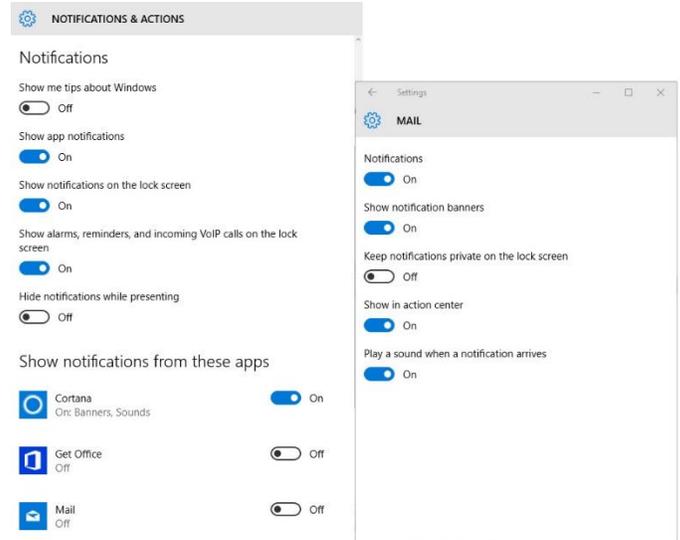
<http://www.zdnet.com/article/windows-10-tip-disable-annoying-app-notifications/?tag=nl.e539&cid=e539&ttag=e539&ftag=TRE17cfd61>

Modified from an article By Ed Bott | March 23, 2016

One of the signature features of Windows 10 is its systemwide notification system, which allows any app (including desktop programs like Outlook 2016 and Adobe's Creative Cloud) to display messages. The more apps you use, the more chaotic those notifications can get.

Take control by opening the Settings app and going to the **Notifications & Actions** section of the **System** area:

- To turn off all notifications from apps, move the **Get notifications from apps and other senders** slider to the Off position.
- To choose which apps are allowed to interrupt you, scroll down to the section headed **Show Get notifications from these senders**. Move the slider for an individual app to the Off position to silence all notifications from that app.



For more fine-grained control over how an individual app can display notifications, click the app's entry in the Notifications list. That gives you five options.

- The top entry on the list, **Notifications**, lets you disable all notifications, graying out all the other options.
- For control over pop-up messages and sounds, use the **Show notification banners** and **Play a sound when a notification arrives** options.
- If you don't want the notification panel (formally known as Action Center) to be cluttered up with old notifications from an app, slide **Show in action center** to the Off position.
- Finally, use the **Keep notifications private on the lock screen** to hide calendar entries and alarms from displaying when you've stepped away from your desk and locked the screen.

Enjoy the peace and quiet.

A Better Way to Switch Between Open Windows

Adapted from an article by Rick Broida, PCWorld at <https://www.pcworld.com/article/238080/Windows.html>

For my money, the fastest and most effective way to cycle between open windows is by tapping **Alt-Esc**. Doing so instantly switches you to the next open window, then the next after that, and so on.

(If you're a total newbie when it comes to keyboard shortcuts, make sure you hold down the **Alt** key, then tap **Esc** again and again until you land on the window you want. Then you can release Alt.)

This works especially well if you have just two windows open; Alt-Esc functions like a toggle switch, instantly hopping back and forth between them.

Submitted by Jack Roudebush

**MINUTES OF THE GENERAL MEETING**

November 20, 2017

President Cheryl Smith called the meeting to order at 10:10 a.m. at the Sheridan Park Community Center in Bremerton. There were 35 members and 2 guests present. Cheryl led everyone in the Pledge of Allegiance.

Cheryl asked for a motion to approve last month's General Meeting Minutes of October 16. Robert Howard so moved. Motion seconded and carried.

New members to KCS are Bonnie Combs and Dee Temple. Today's visitors were introduced.

Upcoming meetings and labs were provided: one-on-one training at MVMS every Tuesday from 2:45-4:05 p.m. Weekly lab at Sylvan Way Library in Bremerton on Fridays, except for the Friday after Thanksgiving. Don Brown's SIG meets the second Monday of every month. Larry's Open Forum meets the second Wednesday of each month from 12:30-3:30 except for December. The KCS calendar is on our website at www.kitsapcomputingseniors.org.

Cheryl asked Carol McLaren and Pat Reese to cover the Raffle table today for Raelene Carlson. Our next General Meeting will be Monday, December 18, when Roger Miller will be the speaker. Cheryl encouraged members to stay for today's Board meeting following the General Meeting, when we will discuss revamping our website. She asked that ideas for improvements to our website be sent to her at kitsapcomputingseniors@gmail.com by January 10. The Board will discuss input received in their January Board meeting.

The 50/50 Raffle was held with Ed Evans the winner with the lucky number.

Cheryl introduced Larry DuSavage, today's speaker. Larry learned electronics in the Navy and has earned a Bachelor of Science degree. His father-in-law introduced him to KCS. Larry has audited five (computer) classes at O.C. and encouraged everyone present to take advantage of their classes. For seniors the audit fee is only \$5 per class.

Larry gave a Power Point presentation like what he does in his Open Forum classes. Windows 10 is no longer free. Microsoft support for VISTA and XP has ended. MS Office support is for 10 years. Updates are monthly on the second Tuesday. He showed us how to make sure we are receiving updates. For Antivirus, there are paid and free versions. Norton Antivirus is free to Comcast internet customers. He talked about scams, ransoms, phishing emails, pop-ups, etc., both from phone calls and the internet. Microsoft will never call you. To eliminate a pop-up, hold down the "on-off" button or power supply 6-8 seconds until computer totally

shuts down. This also works if your computer freezes, and it should fix itself.

He discussed the importance of backing up your computer, which is different on Windows 10 from Windows 7. There are 2 types of backup: File History as external HD is plugged in 24/7, and then there's backup and restore (Windows 7) if you want an image backup. He recommended a backup be done at least once a month. He suggests keeping sensitive information off your computer.

Two sites he recommended for free information and newsletters are askleo.com and techrepublic.com.

Microsoft's latest update came out October 17: Windows 10 Fall Creator. This made changes to cloud storage, easier sharing with friends, better battery life, and will take Android calls from our PC, to name a few.

Please note, there is no Open Forum in December.

Larry was given a round of applause for his presentation today. Meeting adjourned at 11:25 a.m.

Submitted by Ruth Stephens, Secretary

MINUTES OF THE BOARD MEETING

November 20, 2017

Today's meeting was called to order at 11:50 a.m. by President Cheryl Smith. Trustees present were President Cheryl Smith, Treasurer Myra Clodius, Secretary Ruth Stephens, Thelma Gurske-Taylor, June Jones, Gwen Olsson, Jim Bromley, Al Valencia, Ed Evans. Chris Snow was absent. Other KCS members present were Jack Roudebush, Kim Leach, Don Brown, Clint Geiger, Lorie and Carl Kolby, Beulah (BJ) Jones, and Merry Kennedy.

Secretary's Report:

Gwen moved/June seconded to accept the Minutes of October 16, 2017 as written. Motion passed.

Treasurer's Report:

Myra reported we have \$409.82 in checking and \$16,530.80 in savings as of October 31. Recently, \$2,000 was moved from savings to checking, with \$1,000 of that from New Horizons, as recommended by Larry DuSavage.

Ruth protested that this transfer of funds was not first approved by the Board. Our bylaws were reviewed, but nothing there addressed this issue. Ruth asked that further transfers first be approved by the Board of Trustees. Kim Leach has blanket approval to make purchases of supplies for our copier.

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Final outcome from the Board's discussion was that future expenditures under \$500 by either Treasurer Myra Clodius, Past President Larry DuSavage, or Secretary Ruth Stephens can be made without board consent. Expenses are to be reported at the next board meeting after the expenses have occurred, and all receipts are to be given to the Treasurer to allocate the cost in the correct account. Expenses over \$500 need to be discussed and need Board approval. Again, once these expenses are made, the receipts need to be given to the Treasurer.

Correspondence: None was received or sent.

COMMITTEE REPORTS

Membership:

Cheryl reported our membership is 144, with 37 members present at today's General Meeting and 2 people joining.

Education:

Jack is still trying to meet with Goodwill in Silverdale to arrange for Saturday classes beginning in January. Don Lawrence will help Jack teach. We are still looking for people interested in teaching a class. Anyone interested should contact Jack at jroudebush@silverlink.net. Jack is working with Lorie Kolby on the Mail Merge program.

Special Interest Group (SIG):

Don Brown reported that five were present at their last meeting.

Programs:

Cheryl announced that KCS member Roger Miller will speak at next month's meeting on "VeraCrypt," a personal management computer program.

Newsletter:

Jack asked to receive December newsletter articles as soon as possible, as this is a short month and Thanksgiving is this week.

Cheryl spoke about receiving the Helen Norris award in recognition for her volunteer work. This is a national award, and Cheryl is this year's Washington State recipient. The Board applauded her for receiving this honor.

Public Relations:

Jim, Ed and Cheryl met with Kevin Blackwell, Director of Technology & Business at Olympic College regarding KCS partnering with O.C. for internship and volunteering. Jim spoke about O.C. partnering with New Horizons.

Cheryl also met with Theresa McDermott, Director of the Career Center and Co-Operative Education. Theresa provided the contact information for the person in charge of the Speaker Bureau and the person in charge of Internship

and Volunteership. Cheryl will be working to have someone from O.C. speak to our group. She passed around a copy of the College's book, Internship & Volunteering. It is published yearly and will include KCS in the next edition. Students will then be more aware of the volunteer and internship opportunities with KCS, and our Goodwill classes and the New Horizons program will welcome their help.

Also, Cheryl offers to accompany any trustee wanting to meet with a community representative to promote KCS. She met recently with Bremerton's incoming mayor, Greg Wheeler.

Sunshine:

Mary Krotzer sent a get-well card to Don Carlson. The card to Al Sanders' family was returned, but effort is being made to find a better address.

New Horizons:

Jim reported we have donated two laptops. Six applications are pending approval. He made a presentation to Bremerton Housing Authority last week and will again next month. Ten laptops have been received in the last month. Larry will hold a class for Bremerton Housing Authority aimed at teenagers at The Summit in West Bremerton. No firm date for this has been scheduled.

Jim said his priority is on donating our older Windows 7-only capable computers first, then hand out the Windows 10 capable computers. We are currently putting Windows 10 Pro on all our computers capable of handling it. He noted that desktop donations are not being given to individual applicants, so they will probably go to other nonprofits. Jim and June assured us that they always talk KCS membership with applicants for a computer.

New Horizons applications are not being received in a timely manner. They can sit in our Silverdale POB waiting to be picked up, which Myra does almost weekly. Cheryl will ask Myra to scan all New Horizons applications to Jim Bromley promptly as they are received.

OLD BUSINESS:

KCS Website Update:

Cheryl will oversee all website changes. She asked that suggestions from members and trustees be sent to her by January 10. The Website update will be the only topic at our January 15 Board meeting. She suggests that we check other websites for ideas, then copy and send our suggestions to her at kitsapcomputingseniors@gmail.com. Our website needs to be user-friendly. She will write an article for the December newsletter on this subject.

Meeting adjourned at 1:25 p.m.

Submitted by Ruth Stephens, Secretary