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PPCUG NEWS

A PUBLICATION OF THE PRINCETON PC USERS GROUP

Setting Up a Webinar or Conference

Joe Budelis

Monday, November 10, 2008, at 7:30 p.m.

Learn how to create high-impact web conferences and benefit from the latest technologies. Discover how to make confident decisions when choosing a conferencing solution whether it be for a business conference with 1000 attendees, a family get-together of a few people, or anywhere in between.

At the start of the session, a web/audio conference will be set up. Then a PowerPoint presentation will be given to those in the meeting room and to those who signed in remotely to the web/audio conference. The presentation will give an introduction to web conferencing, will give advice as to how to choose a Conferencing product and how to conduct an effective conference.

[Joe Budelis](#) consults on, and sells, carrier services such as [T1, DS3, Ethernet, OC3, MPLS, and PTP voice and data, high speed access](#), conferencing services and [VoIP phone service](#). Since 1997 he has been busy consulting, acting as a project leader or program manager with such diverse assignments as Senior Financial Analyst and a SAS Data Analyst to name just a few of his varied assignments.

Mercer County's Lawrence Library
Meeting Room 1

US Alternate Route 1 South & Darrah Lane, Lawrenceville, NJ

*Meetings of an organization at any of the facilities of the Mercer County Library System
in no way imply endorsement of its programs.*

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Upcoming Schedule

December 8, 2008 ---	Member Party
January 12, 2009 ----	tba
February 9, 2009 ----	tba
March 9, 2009 -----	tba
April 13, 2009 -----	tba
April 24-26, 2009 ----	Trenton Computer Festival

About PPCUG

Regular Meetings

Second Monday of the month at the Lawrenceville Library, Alternate Route 1 and Darrah Lane.

7:00 PM: Social Time / Tech Exchange

7:30 PM: Meeting comes to Order

7:45 PM: Featured presentation

For information about upcoming meetings or joining PPCUG, see:

<http://www.ppcug-nj.org>

or email us at:

ppcug.nj (at) gmail.com

(Please include "OK" in the subject line.)

Board Meetings

Board meetings are held as needed.

Board Members

President:

Clarke Walker 609-883-5262

Vice-President:

Tom Carman 732-828-6055

Secretary:

vacant

Treasurer:

vacant

Members-At-Large:

Al Axelrod 609-737-2827

Kim Goldenberg 609-631-9140

Vic Laurie 609-924-1220

Sol Libes 609-520-9024

Chairpersons

Hospitality:

vacant

Member Records:

vacant

Newsletter Editor:

Clarke Walker 609-883-5262

Program Coordinator:

Arnold Rosner 609-586-1011

Web Master:

Joe Budelis 609-921-3867

Yahoo Moderator:

Joe Lazar

2008 Annual Dues

Dues are \$40 per calendar year with a mailed newsletter or \$20 per year with online access to the newsletter. New members pay \$3.25 or \$1.75 per month times the number of months remaining in the current year.



Summary of the September 2008 Meeting



Jaime Campbell
by Clarke Walker

At 7:30 p.m. Clarke started the Meeting.

Clarke mentioned the government's DTV conversion program.

Jim Bartolomei could not be with us this evening so Jamie Campbell gave us a presentation on how her office lives without paper.

Jamie gave us some tips and demonstrated applications available on the web.

Submitted by Clarke Walker



Pictures from the November Meeting

by Clarke Walker, Clarke.Walker@yahoo.com
Member of the Princeton PC Users Group



Arnold Rosner
Program Coordinator





President's Message

At our November meeting will be accepting nominations for Club Officers and Board Members for next year. In the sidebar on page 2 you will find a list of the various positions. Please consider being an officer. Just let a "Board Member-At-Large" know of your interest.

Jim Bartolomei could not be with us at the October meeting. So his co-worker Jamie Campbell gave the presentation solo. At the end of her talk several people asked about the hardware they use to scan their documents. Let Arnold Rosner know if there is interest in the hardware aspects of a paperless office so he can arrange to have Jamie back.

Al Axelrod and Arnold Rosner represented us at Ewing SeniorNet open house. Please thank them for doing this on a beautiful Saturday afternoon.

Club member and web editor Joe Budelis will lead us in a Webinar at our November meeting. This will allow those who can not attend the meeting to participate online from their home or office. If there is an interest we will consider doing this for future meetings so please give us your feedback.

- Clarke Walker



Link of the Month

After you purchase your DTV Converter you may want to go to this site to determine which way to orient your antenna:

<http://www.antennaweb.org/>

Have you discovered a useful link or add-on? Then share it with the members of the P PC UG.



IOGEAR Digital Scribe Review

by Rebecca Feinstein, [editor \(at\) windowsusers.org](mailto:editor(at)windowsusers.org)
Member of WINNERS – WINDows usERS , www.windowsusers.org

I was thrilled when I first found out there was a digital scribe product at the last WINNERS meeting. As many of you recall, I was well, somewhat reluctant shall we say, to give up the raffle donation item. At the 35% discount I could not wait to get it.

The IO Mobile Digital Scribe took six days to get here from the Illinois. It comes with the pen, cable, mobile unit, two program CDs something that looks like a green tipped stylus (turned out to be the pen/refill), two small (hearing aid size) batteries and a Quick Start Guide.

Installation of the software was easy, Mobile Digital Scribe (Note Management) and My Script Notes Lite (handwriting recognition software); as was charging the mobile unit and installing the batteries into the pen. However, installing the pen was a bit puzzling as in the reference guide, IOGEAR never shows the actual size of the refill in the pictures. It also took a few e-mails to Customer Support and product management to find out where you can purchase the re-fills as well.

Okay, I got it up and working, I did a few test runs with it at home with the mobile unit attached to the computer. The note management software required a bit of a learning curve, but still was fairly easy to use. Included with the software is a .pdf

users guide for the entire kit (58 pages). The handwriting recognition software was pretty impressive. With my handwriting I expected it to have a problem with my convoluted shorthand as well as my capital Is, js and my contractions. To my surprise, the software only had a problem with the Is. It even captured my signature scrawl quite well! As with a regular pen, the program doesn't erase; but recognizes crossed out information as crossed out.

With all this practice under my belt, I decided it was time to haul out the big guns, – WORK! As a technical writer, as with many other positions, I attend a lot of meetings. My expectations were high for my new tool. No more having to rewrite all my notes into electronic format for distribution. I was armed and I was ready for combat. After receiving permission to install the software on my office unit, I got set up and ready to rock. I attended three meetings that day.

On the big plus side, it was very nice to have my notes appear in e-form without having to transcribe them at all. This made putting them into agenda form a breeze.

On the problem side of using the scribe, a major drawback is the mobile unit clips are made to only grab a few pages of paper at a time. Unless you are intending to take one page's worth of notes, you have to remove the mobile unit to turn pages to take more notes. This proved to be distracting and inconvenient in one of my meetings. And I found it to be very unwieldy when I was standing to take note as the mobile unit added weight to the top of the paper pad.

The pen, which is thicker than I'm used to (standard stationary pens) felt unwieldy in my hand to begin with. The button that allows you to switch between pen mode and mouse mode is located in the lower part of the pen, towards where it writes on the paper and I kept inadvertently clicking it as I was writing. So some of my notes from the first meeting resembled a word game puzzle.

Another problem, though a lesser one, is the quick reference guide itself. The print is so small, I had to borrow a friend's magnifying glass to read some of it. Keith Renty was correct when he said at our meeting that the user information was not written well. Nowhere in the users guide, or quick reference material is a description of everything that was to come with the kit (the graphic that points to everything in the kit to make sure you know the stylus is actually the pen cartridge). There is no technical support information listed in the users guide, but contact information is listed in the back of quick start guide.

Overall, I'm pleased with the performance, and not so-pleased with the customer support.



The Global University

Use Google to Locate Free Online Textbooks

by Mike Moore, [ml.moore \(at\) insightbb.com](mailto:ml.moore@insightbb.com)
Member of BGAMUG, www.bgamug.org

With new textbooks costing upwards of \$100, and some publishers devising web-based content requiring the use of new texts every year, student advocates and concerned administrators have been considering ways of moderating this cost, while at the same time making textbooks available online or on electronic books such as the Amazon Kindle, and providing incentives for publishers to use creative licensing for their intellectual property.

The open source mantra that we have written about so often in these pages is now being applied to textbooks and other intellectual property in an effort to support students, control wasteful revisions and stop killing so many trees.

For the purposes of this article, we will refer to any electronic format for a textbook as an “E-text.”

Some of what I’m about to show you may surprise you, and you may wonder how it can be that these valuable multimedia materials are just lying around out there on the internet. Trust me, we are not going to be hacking any university computers, and if anything about a Google search can be said to be illegal, well, then I guess we’re all in a bit of trouble. Either that, or Google is!

For those E-texts that have gone open-source (that is, are in one way or another unencumbered by copyright), the university will usually put them on a public web site, and for those of you familiar with search engines, that makes them fair game for you and I!

I am fond of saying that Google indexes only the WorldWide Web, but in this case, the WWW is exactly where we want to go. By way of caution though, I will say that just because we find something lying around on the internet, does not mean it’s free for any use at all. The user/reader is at least partly responsible for respecting copyrights, particularly if you intend to redistribute or use that material in any other way beside your own personal enjoyment. For an excellent copyright primer that is targeted toward teens, see <http://www.loc.gov/teachers/copyrightmystery/>.

Even a relatively small university such as our own WKU has a truly massive web presence, and in order to filter out everything but E-texts, we need a flexible search engine that has the power to filter results based on file types.

Google more than fills the bill.

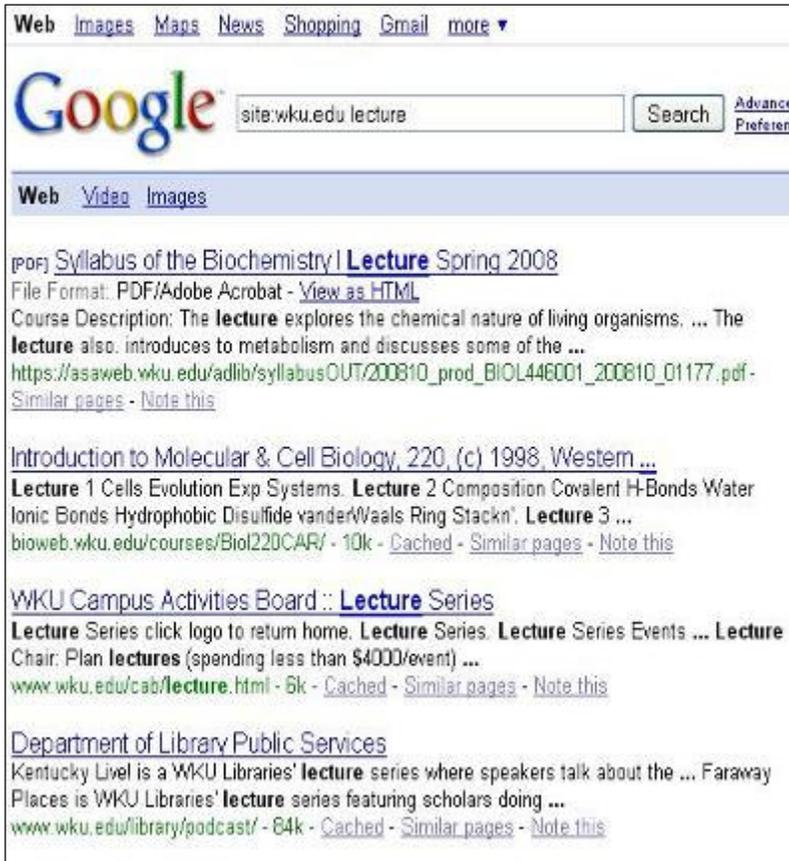
Some of you may remember a while back we hosted a presentation featuring Google’s keyword filters. For example, adding the filter **filetype:pdf** to your Google search will return only results in the form of Adobe’s Public Document Format, which is often the format of choice for E-texts. Conversely, if you want to look at all results *except* for PDF files, you can add the negative sign in front, like this:
-filetype:pdf.

Since we did that presentation, Google has allowed additional file types that they never previously filtered for, such as **filetype:mp3** or **filetype:avi**, which find, respectively, compressed music or speech and video files. These file types, along with **mp4**, are often what you might find on a professor’s web site containing interesting lectures or other course material.

It might seem logical to restrict your search for E-texts to scholarly sites, such as colleges and universities. We can do exactly that by using the **site:.edu** filter. You can even expand this to include only one particular college site by issuing, for example, **site:wku.edu** along with any additional keywords we want to search for. This would search the Western Kentucky University website for articles matching our keywords. The Google search returned using **site:wku.edu lecture** gives the following:

There is one additional search filter in Google’s bag of tricks that will help you find more E-texts and multimedia lectures than using the **filetype** filter alone, and that is the **intitle:”index.of”** filter. Intitle looks for the specified keyword after the colon, in a web page title. Looking for the keyword “index.of” allows you to hunt down information-rich index pages, which

can be thought of as the best place to go for E-texts and recorded lectures on university web sites because, as the name implies, they are like a table of contents.



As an example, let's Google using these keywords:

site:.edu intitle:"index.of" (mp3|mp4|avi) lecture

The vertical bar symbol between those file types is called the pipe symbol—it is over your backslash key, which is itself located just north of your Enter key. The pipe symbol, in this context, means to search for “index.of” entries that have either mp3, mp4, or avi in their text. This search yields the following—the first of only 48 links (image on next page).

It's not really that surprising that using the MP3|MP4|AVI filter only finds 48 links—after all, there is considerably more concern about copyright issues when looking at file types that might be used to contain music, movies and the like. Just for the heck of it, though, I tried this search:

Intitle:"index.of" mp3 beatles

The resulting search was impressive at finding mp3 files of the Fab Four's recordings, but the webmasters behind the pages it found were

equally impressive at not letting you play the files without paying for the privilege, and since most of this music is copyrighted, that is only as it should be.

Even so, using the **intitle:"index.of"** filter is extremely effective at locating E-texts, particularly when combined with the **site:.edu** filter to only search university and college sites.

So your best bet on Google to find general E-texts is:

intitle:"index.of" _____

And just fill in the blank with whatever subject you're interested in. I used **intitle:"index.of" caves** and got 315,000 hits, the very first of which was a really cool teaching site (<http://erg.usgs.gov/isb/pubs/teachers-packets/exploringcaves/pdfindex.html>) about caves from the US Geological Survey.

I wish I could give you an idea of what **intitle:"index.of"** is actually filtering for. If you can imagine the internet functionally layered, like a Broadway production; got that picture? Okay, searching the WWW with Google using plain old normal keywords with none of the fancy filters we've talked about here—will lead you to find hits on what's going on about the stage and the actor's names and so forth. Now Intitle:"index.of" comes looking, and isn't interested in the play, the credentials of the performers, the lighting—nothing on the stage. That little but critical filter ignores all of that stuff, but instead searches behind the scenes, finding hits at the level of the executive producer, the writer of the screen play, and where they all went to school. That analogy is reaching a bit, but suffice it to say that specialized filters yield specialized results.

Please share your E-text searching successes!



November 10, 2008 Webinar Presentation

by Joe Budelis, [Joe \(at\) Budelis.com](mailto:Joe(at)Budelis.com)

Web Editor Princeton PC Users Group, <http://ppcug-nj.org/>

At the beginning of the presentation, a webinar will be set up in the conference room. Those who are interested **can join the meeting from their home or office** by going to

<http://web.accuconference.com/JoinWebConferenceQuestions.aspx?pkWebConference=975b776c-ec7b-102b-a290-3e014c797af9&JoinType=1>

You should go to this link at least 15 minutes before the meeting so that all required programs can be downloaded and installed on your PC.

For the audio portion of the meeting, dial 1.404.920.6604 or 1.800.704.9804
Enter Pin 999828# and say your name.

Incidentally, this system does **not** work with Firefox 3. It works with Internet Explorer (IE) or Firefox 2.

