

Francis Chao's Presentations for the APCUG Speakers Bureau

Francis Chao is prepared to present any of the following programs to your User Group:

- **“WINDOWS 8 CONSUMER PREVIEW”** (E)
The "Windows 8 Consumer Preview" provides us with a free look into the rapidly-approaching future of the "Windows" operating system. "Windows 8" will have both the old, legacy "Desktop" user interface and the new "Metro" "Start" screen. "Metro" is Microsoft's unified user interface that will be inside Microsoft's (future) operating systems for computers, tablets, cell phones, and PDAs. This presentation will be performed from inside a real "Windows 8 Consumer Preview" computer so that you can get a good look at its similarity and differences to "Windows 7", "Windows Vista", and "Windows XP".

- **MAKING THE “WINDOWS 8 CONSUMER PREVIEW” USABLE** (I)
Like any new operating system, "Windows 8 Consumer Preview" will appear mysterious and almost "impossible" when you encounter it for the first time. We will demonstrate the steps for making "Windows 8.." useful:
 - Follow a simple procedure to get back "Start menus" that are based on the "Program Files" and "Program Files x86" folders.
 - Create a "Shutdown" button in the Metro "Start" screen.
 - Create a "Shutdown" button in the "Desktop" screen
 - Make a desktop shortcut to the "Snipping Tool".

- Install "Firefox" since "Internet Explorer 10 Beta" is not usable for too many Web sites at the present time.

- **USING THE BUNDLED "HYPER-V" VIRTUAL MACHINE PROGRAM IN THE "WINDOWS 8 CONSUMER PREVIEW" (I)**

"Hyper-V" is bundled with the free "Windows 8 Consumer Preview". You can use "Hyper-V" to run "virtual machines" containing "guest operating systems" such as "Windows XP", "Windows 7", "Windows 8 Consumer Preview", "Puppy Linux", and "Ubuntu 10.10". The net result is that you can put free virtual computers and a free virtual network inside any real "Windows 8 Consumer Preview" computer.

- "Hyper-V" is an alternative to other free virtual machine programs such as "VMware Player", "Oracle VM VirtualBox".
- "Hyper-V" is a no-cost alternative to non-free virtual machine programs such as "VMware Workstation".
- "Hyper-V" replaces "Windows Virtual PC" which was available in "Windows 7 Professional" and higher computers.
- Similar to "Windows Virtual PC" and "Microsoft Virtual PC 2007", "Hyper-V" has no USB, Firewire, or eSATA "support". You have to use file sharing as a workaround to transfer data files/folders between virtual machines and these sorts of external devices.
- Since "Hyper-V" is bundled with "Windows 8", budget-challenged organizations will find it "compelling" relative to non-free alternatives such as "VMWare Workstation".
- Part of this presentation will be made from iLinc running inside a "Windows 7" virtual computer hosted by a real "Windows 8 Consumer Preview" computer.

- **MANAGING "WINDOWS" COMPUTERS IN A NON-PROFIT ORGANIZATION THAT HAS A TECHNOLOGY BUDGET OF "NEAR ZERO" (E)**

If your non-profit organization (food bank, school, social club, religious organization, charity, political action committee, etc.) has very little money for maintaining technology, you can still keep their computers running with free and low-cost software and computer hardware. Here are some suggestions for maintaining computers in financially-austere situations:

- Purchase low-cost computer equipment and donated software from "Techsoup.org".
- Use one of the free versions of "FortiClient" antivirus/antimalware software instead of purchasing non-free antivirus/antimalware software.
- Use up to 10 copies of the free "Microsoft Security Essentials" antivirus/antimalware software.
- Use the free "Clonezilla" LiveCD instead of paying for commercial software for doing "image backups" of hard drives.
- Perform "heroic measures" to keep older, RAM-hard drive-CPU challenged computers running.
- Use our step-by-step instructions for performing speed-up tweaks for all "Windows.." computers in order to extend their useful service life.
- Use "Windows Fax" on all versions of "Windows" in order to avoid the costs of maintaining physical fax machines.
- Use open-source software such as "LibreOffice", "OpenOffice", "GIMP", and "Bullzip" in order to avoid the costs of commercial software applications.

- Minimize "margins" settings, use ink/toner settings for economizing, and use "print-to-file" in order to minimize the costs of printing.
- Aggressively compare the service offerings of all available "Internet Service Providers" in order to minimize the monthly/yearly cost of the Internet connection. Stay away from expensive, legacy T1 and ISDN connections whenever possible.

- **USING VIRTUALIZATION OF HARDWARE TO SAVE MONEY, TIME, AND SPACE (E)**

You can save money, space, and time by using the virtual software "devices" to simulate all or part of real, physical equipment:

- "Microsoft Fax" instead of a real fax machine
- A USB TV tuner and "WinTV" or "Windows Media Center" instead of a television set
- The "Virtual CloneDrive" software program instead of a real DVD/CD drive
- Windows' "Internet Connection Sharing" instead of a real router and network switch for sharing the existing network connection of a real Windows computer
- Windows' "Network Bridge" instead of a real network switch or a real network bridge for sharing the existing network connection of a real Windows computer
- Software-based "virtual machines" and "virtual hard drives" instead of real computer hardware and real hard drives.
- Virtual networks and virtual network devices instead of real network devices

- **FREE SOFTWARE TRIALS FROM MICROSOFT (I)**

As a computer user and especially as a member of a budget-challenged user group, you should take advantage of the great free trials and betas that Microsoft offers for their operating systems and applications software:

- "Windows 7 Enterprise Trial" is a fully-functional 90-day trial version of "Windows 7" that can be extended up to 540 days
- "Microsoft Office 2010 Trial" is a fully-functional 60-day trial can be extended up to 180 days
- Microsoft's "Internet Explorer Application Compatibility VPC Image" page offers fully-functional 30-day trial versions of "Windows Vista" that can be extended up to 90 days
- The "Windows 8 Consumer Preview" is a great way for you to try out the emerging future of the "Windows" operating system for free.

- **CHOOSING A VIRTUAL MACHINE PROGRAM (I)**

There are four free virtual machine programs that you can run inside your "Windows" computer: "VMware Player", "Oracle VM VirtualBox", "Windows Virtual PC" and "Microsoft Virtual PC 2007". Each of these programs let you create and clone "virtual machines" which are complete software-based computers. Since they are all free, you can run all of them in your "Windows" computer--but not at the same time. The compelling reasons for picking one of the virtual machine programs are presented to you to help you pick the best one for your needs.

• **BENEFITS OF USING VIRTUAL MACHINES (E)**

Let us show you how virtual machines can save you time, money, and space. You can use “virtual machines” to perform activities that you would otherwise have to do with real computers. When you use virtual machines in free "virtual machine programs", it is like getting a pile of computers to use for free with all of them residing inside your existing physical "host" computer. When you run virtual machine programs, you can use fewer real computers because you can create “virtual machines” instead of keeping old computers around or buying additional new computers.

(The presentation slides for all of our presentations on virtual machines are located at http://aztcs.org/meeting_notes/winhardsig/virtualmachines/virtualmachines-windows.pdf and http://aztcs.org/meeting_notes/winhardsig/virtualmachines/virtualmachines-windows.ppt)

• **INSTALLING A "VIRTUAL MACHINE PROGRAM" INTO YOUR "WINDOWS" COMPUTER (I)**

We have created detailed step-by instructions to help you to install the following free "virtual machine programs" into your "Windows" computer: "VMware Player", "Oracle VM VirtualBox", "Windows Virtual PC", and "Microsoft Virtual PC". We will demonstrate the actual installation of one or more these amazing programs into a "Windows XP" computer.

• **CREATING VIRTUAL MACHINES INSIDE YOUR "WINDOWS" COMPUTER (I)**

Let's demonstrate the are three ways for you to install virtual machines inside your computer:

- Method 1: Use the installation media provided by the maker of the operating system.
- Method 2: Clone an existing virtual machine so that it runs in the same “virtual machine program”.
- Method 3: Clone an existing virtual machine so that it runs in a different “virtual machine program” (= “V2V”)

• **USING A REAL COMPUTER TO MAKE A VIRTUAL MACHINE (I)**

In addition to the three ways to create a virtual machine, you can also create a virtual machine from an existing, real "Windows" computer. This process is called "Physical to Virtual". It is also known as "P2V". To use a real, physical computer to create a "virtual machine" (P2V) that can be "played" in any Windows computer that has a "VMware Player", "Oracle VM VirtualBox", or "Windows Virtual PC", you can use "VMware vCenter Converter Standalone" or Microsoft's "Disk2vhd". Let's demonstrate the steps for using these two free software programs.

• **USING A VIRTUAL MACHINE TO DO REAL COMPUTING (I)**

After creating some virtual machines, you can start using them to do real computing. Let's start off by looking at the

virtual hardware in virtual machines inside "VMware Player", "Oracle VM VirtualBox", and "Windows Virtual PC". Then let's look at how the mouse cursor and your keyboard works when you are inside a virtual machine. Finally, let's take a look at the virtual networks that are connected to your virtual machine.

- **FREE SOFTWARE VERSUS FREE SERVICES** (B)

For any given computer function, you often have both free software and free Web-based "software as a service" services to choose from. Free software has the advantage of no requiring an Internet connection. Free Web-based services have the advantage of storing automatically on the Web to save you hard drive space. But to run a free Web-based service, your computer has to be connected to the Internet and the Internet connection can act as a bottleneck for the creation and editing of larger data files. Let's compare free software and free online services for doing work processing, spreadsheets, presentation creation, video frame capture, and karaoke music.

- **PREPARING A COMPUTER FOR FREE SOFTWARE AND SERVICES** (B)

Prior to installing free software or free services, you should install the free "Adobe Reader", remove existing unwanted software using "Revo Uninstaller Freeware", and make sure that the Windows registry is as clean as possible with the free "CCleaner" software utility. Let's use a "Windows XP"

virtual machine to demonstrate these steps for preparing your computer.

- **FREE ANTI-VIRUS/ANTI-MALWARE SOFTWARE** (B)

When you are deciding between the free and non-free versions of anti-virus/anti-malware, look carefully at the software developer's description of the differences in features between the free and non-free versions of their software. If you decide to pay for the non-free version, you should know exactly why you are paying for the features that are not free. In most cases, you will discover that you do not need the features that are not free. We will demonstrate some powerful software programs: "Microsoft Security Essentials", "Avast", "AVG", and "FortiClient". The "End User License Agreement" of the free version of "FortiClient" permits its use in organizations so we have used it extensively for various cash-challenged non-profit organizations.

- **CLEANING MALWARE FROM YOUR "WINDOWS" COMPUTER** (I)

The computer techs at a professional computer support company in Tucson, Arizona told us what they do to clean up malware-infected computers. Using their advice, we created this step-by-step cleanup procedure that has successfully disinfected 90+ percent of the infected computers that we have tried it on. This procedure consists of running "Malwarebytes AntiMalware", "SuperAntiSpyware", and "ComboFix" in sequence while the computer is in "Safe Mode". In addition to providing this cleanup procedure as a

step-by-step "recipe" for you to download and use, we will show you some screenshots from some of the successful "computer exorcisms" that we have performed.

- **FREE ONLINE COMPUTER TRAINING** (E)

Your computer and its Internet connection can provide you with hundreds of hours of free training that you can access in the comfort of your home. The Tucson Computer Society has a collection of categorized hyperlinked shortcuts to Web sites that have free computer training. These shortcuts include free training from the Web sites of Adobe and Microsoft. You also can get free and non-free training from the Web sites of training organizations such as Lynda.com, Hewlett Packard, SeniorNet, Oasis, and various public libraries.

- **DIAL-UP INTERNET ACCESS FOR FREE**

(B)

Let us show you how to access the Internet and the Web for free by using the free versions of "Netzero Internet" and "Juno Internet". You will not set any speed records for upload and download speeds but these two free dial-up "Internet Access Providers" are available in the entire United States including Alaska and Hawaii. Even if you have a broadband Internet, you can use "Juno Free.." and "Netzero Free.." as a backup means of Internet access when your broadband provider is down. When using slow dial-up, you can speed up your Internet experience a bit by 1) speeding up your computer and 2) by tweaking your computer's Web browser software so that it does not display graphics. If you cannot dial the nearest "Netzero.." or "Juno.." dial-up phone

number as a "local call", you can use a calling card to avoid "long distance" and "toll calling" charges from your local phone company.

- **"LIBREOFFICE" AND "OPENOFFICE.ORG" OR ONLINE SERVICES FOR FREE INSTEAD OF "MICROSOFT OFFICE" (B)**

The free "LibreOffice" and "OpenOffice.org" software suites are increasingly-viable alternatives to the not-free "Microsoft Office" software suite. This presentation provides a hands-on demonstration of these two amazing freebies and provides an explanation of the differences between them and "Microsoft Office". If you ultimately spend money to purchase "Microsoft Office" components, you should know exactly what features you are paying for. You also have option of using free online services from Google and Microsoft as alternatives to running office software inside your computer. We will demonstrate all of these options.

- **KARAOKE MUSIC FOR FREE (B)**

"Karaoke" means displaying the timed lyrics while playing the instrumental "backing tracks" for music that someone (you!) has to sing. Instead of buying karaoke machines and karaoke CD+G discs, you can run karaoke for free in your "Windows" computer. There are two ways for you to do this: you can use your Web browser to visit various karaoke Web sites and you can download and run various free software programs for playing karaoke. Let's demonstrate both ways of doing karaoke for free:

- The karaoke Web sites that we will visit are:
["Divtune's Albums"](#) at the Vimeo.com Web site,
[RedKaraoke.com](#),
[KaraokeHaven.com](#),
 and
[Cantanding.com](#)
- The free software programs that we will demonstrate are:
[GoSing](#),
[VanBasco's Karaoke Player](#),
 and
[KaraFun Player](#).

• **ONLINE FILE STORAGE FOR FREE (B)**

You can back up your data files and photos at one or more of the following Web sites for free:

- [Adrive](#)--50 Gigabytes
- [Google Docs](#)
- [Skydrive](#)--25 Gigabytes
- [Idrive](#)--5 Gigabytes
- [Mozy](#)--2 Gigabytes
- [My Picturetown](#)--2 Gigabytes
- [Box](#)--1 Gigabyte

• **WEBCAMS AND RELATED FREE SOFTWARE AND SERVICES (I)**

We will show you how a webcam can be used for:

- Voice and video calling with the free versions of Skype, Windows Live Messenger, or Google Video Chat
- Interactive games that require a Webcam
- Taking still photos using free software and free Web-based services
- Free software for doing frame grabs from video files
- Free Internet-based video recording and surveillance

- Free video motion detection and recording for home and business security

- **SPEEDING UP "WINDOWS XP" (I)**

We have prepared extensive step-by-step instructions for you to use to speed up your "Windows XP" computer(s). We will use an actual "Windows XP" virtual machine to show you how to use the "System" applet in the control panel to perform various speedup tweaks including "supersizing" the virtual memory "swap file". Then we will show you how to run the "services.msc" in "Microsoft Management Console" to turn off and disable unneeded services, which will massively speed up your "Windows XP" computer.

- **SPEEDING UP "WINDOWS 7" (I)**

We have prepared extensive step-by-step instructions for you to use to speed up your "Windows 7" computer(s). We will use an actual "Windows 7" virtual machine to show you how to use the "System" applet in the control panel to perform various speedup tweaks including "supersizing" the virtual memory "swap file". Then we will show you how to run the "services.msc" in "Microsoft Management Console" to turn off and disable unneeded services, which will massively speed up your "Windows 7" computer.

- **SPEEDING UP "WINDOWS VISTA" (I)**

We have prepared extensive step-by-step instructions for you to use to speed up your "Windows Vista" computer(s). We will use an actual "Windows Vista" virtual machine to

show you how to use the "System" applet in the control panel to perform various speedup tweaks including "supersizing" the virtual memory "swap file". Then we will show you how to run the "services.msc" in "Microsoft Management Console" to turn off and disable unneeded services, which will massively speed up your "Windows Vista" computer.

- **TURN OFF STARTUP PROGRAMS TO SPEED UP YOUR "WINDOWS" COMPUTER (I)**

To get even more speed out of your "Windows XP", "Windows Vista", or "Windows 7", you have to edit the registry to disable some of the "startup programs" that your software programs put into your computer:

- For "Windows 7" computers, you can run "Regedit.exe" to "REM" out the registry keys that start up programs inside the "Run" folders in the registry.
- For "Windows XP" and "Windows Vista" computers, you can also perform these same registry edits using "Regedit.exe".
- For "Windows XP" and "Windows Vista" computers, you can also run the "Software Explorer" inside "Windows Defender", instead of running "Regedit.exe".
- Using various virtual machines running "Windows XP", "Windows Vista", and "Windows 7", we will show you how to make these various tweaks. We have prepared extensive step-by-step instructions for you to use for all three versions of "Windows".

- **SHARING FILES AND PRINTERS BETWEEN "WINDOWS 7", "WINDOWS XP", AND "WINDOWS VISTA" COMPUTERS (I)**

When you need to share files and/or printers between "Windows 7" computers and computers running earlier versions of Windows, you have to use traditional file/printer sharing instead of "homegroups". You might also have to use IP addresses to "kick start" the sharing process. Using a virtual machine running Windows 7 and one running Windows XP, we will show you how file and printer sharing can be done between disparate versions of Windows.

- **"USB 3" versus "USB 2" versus "eSATA" (I)**

We have all heard the marketing hype about how "USB 3" is 10 times faster than "USB 2".

We will show you our "real world" measurements:

"USB 3" is about 2 to 3 times faster than "USB 2"

and

"USB3" is just a little bit faster than "eSATA".

We will also show you the basic facts about these three connection technologies.

We will also tell you about the backward and forward compatibilities and incompatibilities of "USB 3" and "USB 2".

- **READING AND CREATING QR CODES (B)**

We will show you how to use the free "bcTester" software

program to "read" "QR Codes".

To create "QR Codes", you can use the free Web-based online services at

<http://qrcode.kaywa.com/>

or

<http://www.mobile-barcodes.com/qr-code-generator/>

We will help you learn more about "QR Codes", by reviewing the information at

<http://techie-buzz.com/software/read-qr-codes-on-pc.html>

and

http://en.wikipedia.org/wiki/QR_code

- **USING LEGACY FAX MACHINES, FAX MODEMS, AND CREDIT CARD MACHINES ON "VOICE OVER IP"(VOIP) PHONE LINES (E)**

Legacy fax devices and analog modems including older "point of sale" credit card machines often have massive compatibility issues with "Voice Over IP"(VOIP) phone lines. If you attach these sorts of older devices to a "Voice Over IP" phone line, you only have a 20 percent chance that the older device will communicate successfully. You can increase your odds for success if you and/or your VOIP provider perform various tweaks on your legacy end-user devices, your network router, and your VOIP connection equipment.

- **TRICKS AND WORKAROUNDS FOR INSTALLING PRINTERS (I)**

You can set up printers for end-user computers faster and with fewer problems if you use a few high-tech tricks, including "virtual machine" technology, temporary USB

connections, and Local Area Network (LAN) communications:

- Use "virtual machine" computers to avoid permanent computer slow-downs caused by the printer management software that is bundled with most printers.
- Use (temporary) USB cables and plug-and-play automation to "kick start" printer driver installation if your real or virtual computer does not automatically "see" a printer that is "shared" or "network connected".
- In a totally-"Windows" environment where the printer is "shared" from a "Windows" computer, you can install the printer into additional end-user "Windows" computers by using the "Network" section of "Windows Explorer".
- For any operating system environment, after you install a "shared" or "network-attached" printer successfully, you can use the "create a port" or "new port" feature to "install" the printer into additional computers.

- **INSTALLING AND USING AN INEXPENSIVE "MONOPRICE" USB TABLET FOR YOUR "WINDOWS" COMPUTER (E)**

USB tablets let you use a drawing motion instead of a mouse motion for moving and varying the point device for your computer. In the world of USB tablets, "Monoprice" sells the less expensive ones and "Wacom" sells the more expensive ones. One of the members of the Tucson Computer Society purchased a "Monoprice" tablet so we have been testing it with "Windows XP", "Windows Vista", and "Windows 7". We will demonstrate how we overcame installation glitches. We will show how it can be used to draw inside document, presentation, and spreadsheet files. We will also show how we can use it to draw (temporarily) onto the entire Windows screen.

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