

News Journal

“Members Helping Members”

February 2022

Volume 39, Issue 11

stay at Home - Use the time, productively

By Phil Sorrentino, Newsletter Contributor, Sarasota Technology Users Group

February 2021 issue, STUG Monitor

www.thestug.org

philsorr (at) yahoo.com

Now that you have the time, it may be time to catch up on all those computer projects that you have been meaning to do. Some of those projects may be more like maintenance such as backing up your data or system. And some may be more fun like organizing your picture, video, or music collections. Don't have those collections, well then now may be the time to start creating them. Anyone who has a smartphone, probably has a picture collection, though they may not be able to decide where all the pictures are located. Are the pictures on the device or in the cloud or both? Google Photos provides cloud storage for as many photos as you want to store in the cloud. (But Google Drive is limited to 15 GB.) One way to get your arms around the picture collection is to get them all on one device, your computer, and then organize and maintain them on that device. All you need to use to connect the smartphone to the computer is a USB cable that supports data. (Remember that some USB cables are only for charging a device and cannot transfer data.) File explorer is the tool to use on a PC and the Finder is the tool on the Mac. Oh, and make sure you change the name of any picture that is put into your collection from something like "IMG_20082100034" to something that makes some sense. If you have a collection of pictures that you want to show people on your phone, you can create a folder for them on the pc and then copy them to your phone. (Copy them to the DCIM or DCIM-camera folder on the phone.) Once they are on the phone you can use any picture viewer like "gallery" on an android device or "pictures" on an iOS device.



So what about music and videos? Well, Microsoft gives music and videos their own top-level folders (Under "This PC" in File Explorer) indicating they think many people will save and maybe even organize these two types of media files. Music is pretty easy to think about organizing because music distributors have been doing this for the past almost 100 years, probably since Edison began selling recordings. We

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Members"
(since 1983)*

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News Journal

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Membership

LCACE membership is open to all individuals and families interested in personal computing. Annual dues are \$20.00 per individual/family. Applications for membership may be obtained at the monthly meeting, by request on the club hotline, and are now available on our web site at <http://www.lcace.org>.

Meetings

LCACE meetings are usually held on Saturdays at the Grayslake Area Public Library, 100 Library Lane, Grayslake, Illinois. The meeting room opens at noon and the formal meeting begins at 12:30 p.m. All meetings are open to the public. Bring a friend!

Newsletter Submissions

Club members are welcome to submit classified ads, reviews, tips and other articles for publication, to our newsletter editor in Microsoft Word format (.doc). **Publication deadline is the 20th of the month for all ads and articles.** Please do not use tabs or special formatting.

Newsletter Advertising

Ad rates per issue: Full page - \$25, Half page - \$15, Quarter page - \$10, Business Card - \$5. Discounts are available on advance purchase of multiple issues. Please send camera-ready copy and payment to the club address by the 15th of the month preceding publication. For more information on ad pricing, please call our Hotline. Ads are **FREE** to all paid members.

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January 8, 2022

Membership Chairperson Report

Members

Meeting Attendees: 23

THANKS FOR JOINING

Maggie lam

Edward

THANKS FOR RENEWING

None

THANKS FOR VISITING

MEMBERSHIP RENEWAL *Annual Dues*

2022-2023



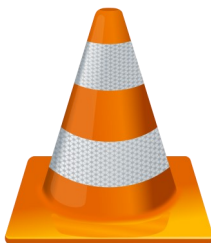
The animal that says "cocorico" in France, "quiquiriqui" in Spain, and "chicchirichi" in Italy, says what in America?

- ⇒ Oink oink
- ⇒ Woof woof
- ⇒ Rabbit rabbit
- ⇒ Cock-a-doodle-doo



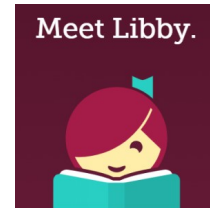
(Continued from page 1)

can organize our music easily by artist and possibly by Genre. Music organization by Genre has been around a very long time. In fact, as part of the meta-data that is part of every music file (.mp3 being the most popular file type), there is a parameter included for Genre in addition to those you might expect such as title, artist, album, composer, year, contributing artist, album, and track number. Music players like Windows Media Player and iTunes use this metadata to organize, present, and play your music collection. Our job is mostly to collect the music, which in most cases boils down to “ripping” our CD music collection. Ripping music from a CD is the process of moving (and possibly converting) the music file from a CD to a computer; a perfectly legal process, even if it sounds nefarious. Once this is done, the file can be played on any device with an appropriate music player. Once you have a collection of music files, the music player uses those files with the included metadata to organize the collection. And then you can create playlists within the music player to play the music selections in a sequence of your choice. So, maybe it’s time to get on with ripping your CD collection, now that you have the time. Note that if you don’t want to go the Rip-CDs route, you can always purchase music from one of the many online music stores such as iTunes or Amazon.



When it comes to organizing music, the task is pretty clear, but what about videos? Video file organization can be a big project. Videos can range from those short (10 to 15 second) videos that you’ve taken with your smartphone, to professional feature-length movies. For the feature-length movies it might be best to just let Amazon, Netflix, or YouTube keep track of them, and then you can use (and pay for) the service whenever you want to see the movie. If you have a DVD movie collection, you might try to treat them like CDs and convert the DVD files to computer files and store them in a movie database, but it may be easier to just find some shelf space and organize them alphabetically. The smartphone videos, and that could include all of those cute animal videos that get sent around attached to emails, could be collected and organized into a video database. I will not even attempt to describe a database for these be-

cause it is probably very different for each of us, due to our own special interests. The only thing to do is to start with a basic hierarchical organization and modify it as needed. Start with a folder for Videos and then create subfolders for any area of interest. I have created folders for “humor”, “vacations”, “friends”, family”, “politics”, “magic tricks”, “technology”... you get the idea. Create a new sub-folder whenever a folder gets too full for convenient searching. Make sure you give the videos a representative file name before you put the video into the database or you may never be able to find it again.



And there is one last task for those of us who have thought about taking advantage of the electronic books at the library, but never have gotten around to it. The county library system has electronic books (eBooks) and magazines you can read on your electronic device. With a library card and the right Apps on your device, you can borrow the books, read them and return them to the library without ever leaving the comfort, and more importantly in these times, the safety of your home. (Overdrive and Libby are apps that help you borrow eBooks from the library, and Kindle and Libby are eBook readers.) I’m sure you can find a few other tasks that you’ve been thinking of doing, but right now it might be more fun to just find some entertaining videos on YouTube and leave those projects for another time.

A graphic with a red border containing a calendar background and the text "Upcoming Meeting Dates".

February 12—Economic

March 12 Show n’ Tell

April 9— Ask the Guru / Elections

KEEP UP WITH YOUR IPHONE / IPAD APPS

By **Jim Cerny**, Director, Sarasota Technology Users Group

www.thestug.org

director3 (at) thestug.org

Technology “apps” (short for “applications” or “software”) are doing so much to help us in many ways. You probably have noticed that your apps need updating and if you do not have “auto-update” turned on in your settings, then you should be updating your apps whenever there is an update available. Updates improve the app, hopefully, resolve problems, and add new features too. You may have noticed that your favorite apps DO change – different colors, menu choices, options, and images. Are you aware of the latest changes to the apps you love and use most?

It’s hardly any trouble to update an app but rarely do people take the time to find out what is actually in the update. There could be some hidden treasures there waiting for you! The iPhone, for example, has some big updates (almost annually) which can make the “look and feel” of your iPhone (or iPad) quite a bit different. But many updates to most apps do not make big changes to what you see on your screen, but change some things “behind the curtain”.

Are the apps on your iPhone or iPad being updated automatically? To find out, touch “Settings” on your iPhone (the logo looks like a gear wheel), and then scroll down a bit to touch “iTunes and App Store”. Here you will see a list of several options – look under “Automatic Downloads” for “App Updates” – the sliding button to the right will be GREEN if it is ON and gray if it is not. I would recommend that you turn this ON. Note that even if this is turned “on”, the lat-

est updates may not be installed immediately, it may take some days.

Why not make a shortlist of those apps you use most often? On my list, for example, would be my weather (WeatherBug), calendar, photos, messages, and Google maps to name a few. To find out the updates that have been “released” or made available for any app -- on your device start by touching the “App Store” icon and then, in the search bar, enter the name of your app (such as “WeatherBug”). You will see an oval box that will say “open” or “update” if that app needs updating. Now touch that app and it will open the App Store description about that app. Touch on the text “Version History” to see a list of the latest updates AND what each update did.

Many updates just fix internal bugs or problems and do not change anything you see on your screen. But is it always wise to take a few minutes and ask Google “What new features are on the ‘WeatherBug’ app?” and you will be given a list of articles that describe the new or latest included features. Scan over this



list to see which of these changes affect you and how you use that app. (I am just using “WeatherBug” as an example). Some of the things I learned was that I could customize my starting screen that appears when I open this app, I can put what most interests me first on the screen. I also learned how to add and delete any city’s weather on my list so I can easily see the weather in other places on earth. Then I noticed many options I had no idea were included in that app! To be honest, most of them did not interest me, but several did. This is true of ANY app. Many of us (myself included) go along and keep using our favorite apps and never become aware of the new options included in recent updates. So why not “take an app a day” and ask Google about it? – You are certain to learn some new things that will make you even better at using and enjoying the apps you love.

ROYBI ROBOT

By **George Harding**, Treasurer, Tucson Computer Society
www.aztcs.org
actuary110 (at) yahoo.com

This is more than just a child's toy, although it is designed to be for a child.

In fact, it is an educational companion powered by AI (artificial intelligence).

It tutors young children in languages, with over 500 lessons, 70 categories and a 70,000 word vocabulary in Chinese and English.



In the company's words, "Through play, children can learn a second language, practice language arts, ex-

lore scientific subjects and develop communication and analytical thinking skills."

The categories include sessions in technology, math, science and language arts. Here are some of them:

- Alphabet
- Continents
- Places
- Math
- Senses
- Science
- Biology
- Nouns

The categories and content are updated from time to time.

The robot includes voice recognition (understands your child's responses), has a 1080p camera, has a durable body to withstand drops, is made with material that is safe for children, and has an 8 hour battery.

It is powered by connection to a USB port by the included cable.

Mandarin-Chinese and English are currently supported, but French, Spanish, German, and Russian versions are being planned.

Ages 2-8 are recommended for English use, but for learning a new language, there is no age limit.

An Android app is available for parent use for scheduling or directed learning.

Roybi Robot

<https://roybirobot.com/>

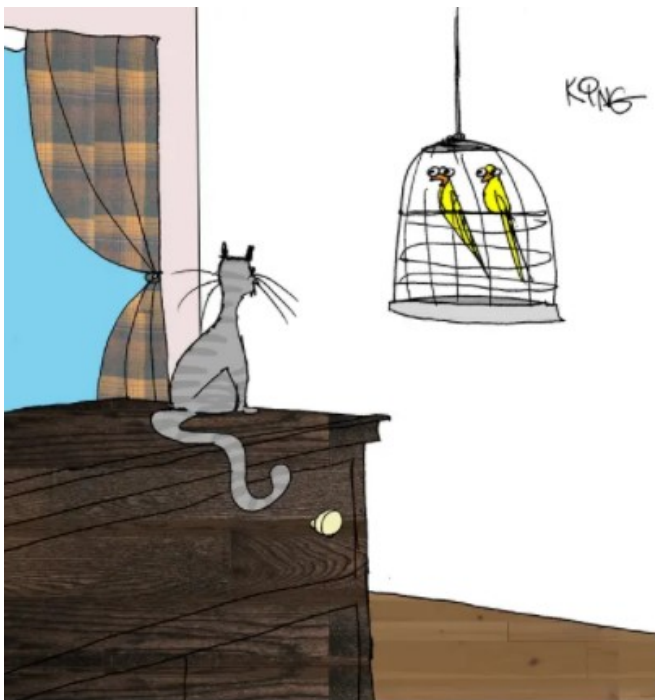
Price \$300, currently \$150 (4/3/21)



Answer: A male chicken is known as a rooster. Roosters are arguably best known for their early morning crowing. This is due to roosters' innate internal alarm clock, which can anticipate sunrise. American roosters wake up the neighborhood by crowing "cock-a-doodle-doo!" But what about French, Spanish or Italian roosters? They may sound the same, but foreign



languages translate those squawks a bit differently. The rooster crows "cocorico," in France, "quiquiriqui," in Spain, and "chicchirichi" in Italy. While roosters are famous for their early morning wake-up calls, they also crow throughout the day and sometimes at night.



"I think we have a lurker, but I get the feeling he's not one of those passive observers."



PC Keyboard Shortcuts

Hold down first key as you press second key:

+ Open File Explorer

+ Save your work

+ Print

+ Bookmark page

+ Find a word or phrase

+ Search for files & folders

+ Undo last action

+ Redo an action

+ or Zoom in/out

+ or Highlight text

+ Open start screen

+ New docmnt, email, etc

+ Copy selected item(s)

+ Cut selected item(s)

+ Paste selected item(s)

+ Select all items in document or window

+ Switch between windows

+ or View windows side by side

+ Close document

BONUS: One-Key Help

Display help screen



Please recycle this after you read my message.





Windows & Android Tips

HOW YOUR VOICEMAIL GREETING COULD SAVE YOUR LIFE – “Earlier this year, the nation held a breath when snowstorms zapped power across the central and southern states. Thousands of families shivered in the cold without water or electricity in their homes. Tap or click here to prepare for winter storms. Ingenuity and preparation can make a world of difference in times like this. When disaster strikes, you want to have put together a game plan ahead of time. After all, no one wants to be left out in the cold. That’s why we’re sharing this tech hack that can help you in case you’re ever stranded in the middle of nowhere. If your battery is low and your service or data is still working, change your voicemail. It could just change your life.” Read more at [How your voicemail greeting could save your life \(komando.com\)](http://komando.com)

8 WAYS TO MAKE YOUR OLD LAPTOP FEEL NEW AGAIN – “A good computer is understandably expensive, but it sometimes feels like it isn’t worth the sticker price. After a few years of use, many laptops and PCs start to run slow; typical tasks are no longer as easy as they once were, and you find yourself eyeing the new computers on the market. The difficulty in giving computer advice is there are so many different types of machines out in the wild. Obviously, the great divide is between Mac and PC, but even within each of those categories, there are varieties and discrepancies. Some Apple machines are user-accessible and upgradable, while others aren’t. The same goes for specific PC models. In many cases, then, the following advice will need to be taken with caveats in mind.” Check out the PC and Mac tips [8 Ways to Make Your Old Laptop Feel New Again \(lifehacker.com\)](http://lifehacker.com)

HOW TO RECOVER ACCIDENTALLY DELETED FILES IN WINDOWS – “It happens all the time. You decide to clean up your hard drive and then three days later you can’t find an important file. It’s not in the right folder or the Recycle Bin, and you don’t have a hard drive back-up. You’ve accidentally deleted the file. So now what?”

Take a deep breath, unclench your jaw, and relax your shoulders. Whether it’s an Excel, Word, PowerPoint, Outlook email, or any other kind of file, with our help it’s possible that you can recover accidentally deleted files in Windows.”

[How to Recover Accidentally Deleted Files in Windows \(online-tech-tips.com\)](http://online-tech-tips.com)

MOVING FROM ANDROID TO IPHONE? HERE ARE 9 DIFFERENCES TO CONSIDER – “Upgrading your smartphone is always exciting. And if you’ve used an Android device for a while, you might consider switching over to an iPhone at some stage. Like other Apple products, iPhones have a reputation for being user-friendly. However, you’ll still have to go through a bit of a learning curve in the first few weeks of your switchover.

If you’re thinking about switching from Android to iPhone—or you’ve already bought your new smartphone—read this article for nine things you should know.”

[Moving From Android to iPhone? Here Are 9 Differences to Consider \(makeuseof.com\)](http://makeuseof.com)

HOW TO IDENTIFY FRAUDULENT AND/OR DANGEROUS WEBSITES – Fraudulent, fake and untrustworthy websites are all over the Internet these days, and it’s easy to find yourself on one without even realizing it. According to Internet Live Stats there are currently close to two billion websites on the World Wide Web. Unfortunately, not all of them are legitimate. With all of those sites competing for your clicks from the Google search results and links on other websites, it’s extremely important to be able to determine which sites are legitimate and which ones are fraudulent and/or unreliable. Learn more at [w to identify fraudulent and/or dangerous websites \(ricksdailytips.com\)](http://ricksdailytips.com)

Searching for Solutions to Computer Problems

Tom Burt, Vice-President

Sun City Summerlin Computer Club

<https://www/scscc/club>

tomburt89134 (at) cox.net

A while back, I was diligently working on the weekly meal plan and shopping list for our happy household. I do this by copying the previous week's plan and editing it while reviewing the online versions of the local supermarket weekly ads. My meal plan Word document has two columns: one for the menus and one for the shopping list. Here's a screenshot ...

MENUS:		GROCERY SHOPPING LIST:			
Friday 01/22/21	PGA Chicken breasts tikka-masala w onion, coconut milk, cooked lentils, spices on rice, salad	Meat:		Dairy / Dells:	St
Saturday 01/23/21	PGA Spilt pea soup w ham, carrots, onion, celery, parsley, fruit	NY Steak balls 5 lb. Fri	AI	Milk?	
Sunday 01/24/21	NFL, PGA, David Beef stew, onions, celery, carrots, mushrooms, lima beans, flour, wine on mashed potatoes, chips & guac, ice cream	Bacon 24oz 5 Fri	AI	Eggs-AA Lgg 18	AI
Monday 01/25/21	Grilled tuna & cheese melts, veggie munchies	Beef roasts balls 3.47 lb	AI	Yoghurt - Yoflat: .49 ea	AI
Tuesday 01/26/21	KK 8:30 AM Leftover pea soup, fruit	Beef chuck balls 2.99 lb	Sm		
Wednesday 01/27/21	Carry-in (EOT) Fish & chips?	Ham steak 2.99 lb	Sm		
Thursday 01/28/21	Grilled steak, later lots, cole slaw, fruit, sauteed mushrooms				
Beef: steak (3), hamburger (8), meatballs (1), chuck (2) Chicken: breasts (5), thighs (2), legs (1), whole (0), Turkey (1) Pork: chops (3), Fillets (3), ribs (0), roast (0), Lamb: ground (0) Other: sausage (2), shrimp (2), pepperoni (2), ham steak (1) Canned: salmon (8), tuna (6), spam (8)		Produce:	St	Canned / Bottled:	St
		Bananas		Sodas?	
		Grapes		Veggies & fruit	
		Large Avocados		Sauerkraut	
		Mushrooms		Red cabbage?	
		Saled mix?			
		Onions?			
		Tomatoes?			
		Lemons?			
		Strawberries 1.67 lb	Sm		
		Dry / Frozen / Misc.:	St	Costco:	St
		Split peas?		Gas Bread Nuts Bagels	

The exact details don't matter. I use Word tables for the two columns. This document has worked fine for several years.

I was working on it last week and, suddenly, when I tried to place the Word cursor at a location within the table so that I could type in some changes, the cursor simply could not be placed anywhere inside either table. All the tools in the ribbon were clickable. I saved and closed the document and Word. When I reopened the document, the cursor worked properly for a bit until I clicked something outside the table; then once again I couldn't place it anywhere inside the table. By repeatedly closing the document and reopening it, I was able to finish the meal plan, print it, and hand it off to Mrs. Burt, so she could plan out her weekly shopping expedition. However, this was not going to be viable long term.

January 2022

Later that day, I decided to search the web to see if others had experienced this problem. I used Google and entered **word 365 won't accept cursor in table** as my search word set. The search produced 600,000 hits! I browsed through the first page of search results and the 5th item down from the top was the following:

www.datanumen.com/blogs/6-ways-resolve-issue-u...

6 Ways to Resolve the Issue when Unable to Input Anything ...

Apr 24, 2020 – There are situations when we receive a Word document from others, but only to find that we are unable to enter either text or data into Word tables. ... Meanwhile, when you put cursor in a cell, it display abnormally, such as ...

You've visited this page 2 times. Last visit: 1/25/21

People also search for	
can't type in table in word	can't select text in word table
why can't i type in column in word	how do i enable typing in excel?
can't type in excel 2007	word cannot select text in table

This article included a suggestion that if I had set **explicit row heights** in the table (I had), that I remove those row height settings. I tried that and "voila!", the problem with placing the cursor went away. I then reset the row heights in the tables to their former values and saved the document. After this, I had no trouble placing the cursor anywhere on either table.

So, it appears that my Meal Plan spreadsheet in some subtle way had become corrupt or triggered some latent bug in MS Word. The "fix" (really a hack) worked, so I'm happy. However, I would never have thought to try that fix because that document had worked fine for years.

The moral of this story is that, when you encounter bizarre behavior in Windows, Office, or other applications, don't beat yourself up. Once you've tried the simple, obvious things without success, it's time to fire up your favorite search engine (Google, Bing, DuckDuckGo, ...) and see what suggestions others might have to offer.

The key to success is in the phrasing of your search terms. If an error message is popping up, use that error code as one of your search terms. Be as specific as you can to narrow your search results to ones likely to be related to your problem. Include the name and possibly the version of the program as a search term. If you don't get an answer with one set of search terms, try varying the terms with synonyms. Try being a bit more (or less) specific. And don't give up after reviewing the first page of results; sometimes the real gems are further down in the result list.



Some Useful Windows 10 Features

By **David Kretchmar**, Computer Technician

Sun City Summerlin Computer Club
<https://www.scscc.club>

dkretch (at) gmail.com

While many users consider Windows 10 the most complicated operating system Microsoft has come up with yet, it does contain a lot of handy new features. Some of these have been present in some form since the beginnings of Windows, and others have been introduced by Microsoft's newer versions of Windows 10. I personally think Windows 10 is by far the best version of Windows ever, for the built-in security if nothing else. I have never had to remove a virus from an operating system running Windows 10 with Windows Security activated and current, which are the defaults.

Notifications

Windows provides users with popups notifying users of a system or news event. These and pretty much all popups provide a minimum of useful information and are more annoying and distracting than anything else.

Many Sites visited while surfing the Internet will display a popup offering to send you notifications of certain events. I recommend you "Just say no" to this offer, unless the notifications are for something you deem important. Notifications can also come from your system, i.e. you might get a notification that Windows security has completed a scan finding nothing. Most users would be best served by turning off notifications completely, and the newer versions of Windows 10 make this easier than ev-

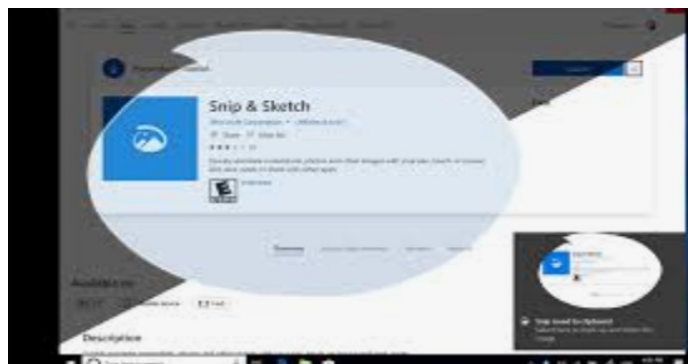
er. Click (clicks are always left-clicks unless otherwise indicated) on the Notifications icon at the far right of your Taskbar, then click on Manage notifications at the top right side of the window that appears. You are in the Notifications and actions section of Settings. The top slider switch provides an opportunity to turn off all notifications. Or if you like you can leave notifications on and in the area below the on/off slider, elect to receive or not receive notification from specific sources.

Dictation



If you haven't used voice-to-text software in recent years, you will be amazed at how far this technology has come. Windows 10 has been no slouch in applying artificial Intelligence (AI) to this task. You can now dictate into any application. To turn on dictation in Windows 10, hold down the Windows logo key near the lower left-hand corner of your keyboard and press the letter H on your keyboard. A microphone indicator rectangle will appear at the top-center of your screen. Just place your cursor in any field ready to receive text (like a Word document you are creating) and start talking. Now with a little practice you don't have to deal with keyboarding; you can dictate your content, just like I did for this sentence. Period.

Snip & Sketch Tool



The snipping tool has been in Windows 10 for a

(Continued on page 11)

(Continued from page 10)

number of years, but until recently it couldn't compete with third party screen capture software.

Snip & Sketch is Windows' newest, best approach yet to capturing all or part of an image on your screen.

Start by holding down the Windows logo key on your keyboard and pressing Shift and the letter S. This creates a small dialogue bar at the top of your screen where you can choose from rectangular, free form, square, or full screen capture. Choose the shape of you clip, hold down the left mouse button and drag it over the area you want to capture. Let go of the mouse button and the clip will be saved to your clipboard. If you go directly to your destination, right-click and select paste.

Clipboard

That Snipping Tool example is the perfect segue into another valuable feature of Windows 10, the clipboard. Many of us might have forgotten that all items copied into the clipboard stay there until we reboot our system. Hold down the Windows logo key and the letter V to see a listing of all items, text and graphics, that has been copied into the clipboard. Just click on any item listed (even if you copied 10 subsequent items, and that becomes the current item to be pasted.



Computer Services

**Desktops,
Laptops,
All-in-Ones
and more**



During our October Zoom meeting the following two computer services were mentioned.

[White Box Computers](#)

They say they are the place for all your computer repairs & upgrades at nearly half the prices of the competition.

<https://whiteboxcomputers.org>

847-833-9324

[ZYTEK Services](#)

Has been around for over 30 years and offers the best in fast, friendly, high-quality, fair price computer service solutions

847-336-2259



YouTube Videos

- ⇒ [Complete Robocall Defense](#)
- ⇒ [Virtual Box & Custom Linus Install](#)
- ⇒ [Encryption Software & Safety for Seniors](#)
- ⇒ [Learning Linus—Beginners Review & News](#)
- ⇒ [It's all about the Pi, Raspberry Pi](#)
- ⇒ [Introduction to Geocaching](#)
- ⇒ [Computers to the Moon](#)
- ⇒ [GIMP, Editing Vacation Photos with Layers](#)
- ⇒ [Making Your Own Travel Maps with Google's MyMap](#)
- ⇒ [The State of Tesla Eclectic Vehicles](#)
- ⇒ [Learn all About VPN](#)
- ⇒ [Windows 11 Workshop](#)
- ⇒ [Learn all About VPN](#)



Answer: The purpose of buying houses and hotels in the game Monopoly is to increase the rent on a property. This is the most evident and easiest way to win the game. In the classic version of Monopoly, houses are small green buildings and hotels are larger red buildings. Before you buy any houses or hotels, you must own all the properties in that color group. When you have four houses on each property in a color group, you can buy a hotel. You receive the highest rent when you have a hotel on a property, so this is the ultimate strategy for winning the game.

Windows 10 News and Tips

PCWorld

How-To Geek

There's nothing like a daily dose of information to keep us abreast of the latest computer and technology.

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if you are an AmazonSmile customer, you can now support Lake County Honor Flight in the Amazon shopping app on your Android device! Simply follow these instructions to turn on AmazonSmile and start generating donations.

- 1. If you have the latest version of the Amazon Shopping App, open the App on your Android device.*
- 2. View Settings and select AmazonSmile.*
- 3. Follow the in-App instructions to complete the process.*

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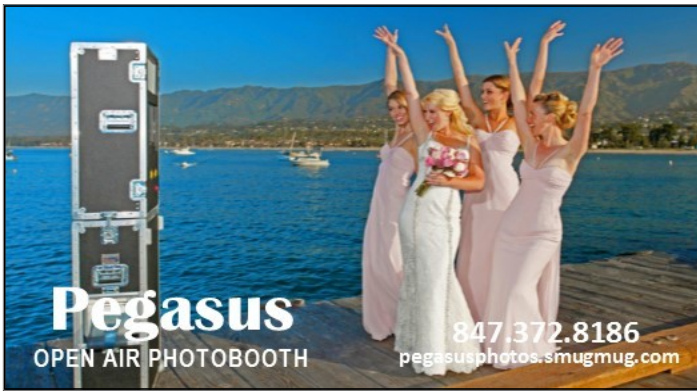
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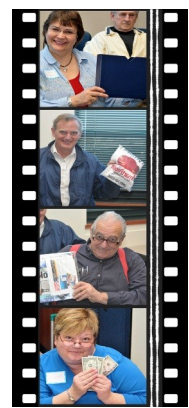
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