



Holiday Newsletter



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Jules Porchey - The Computer Man

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I have added a page to my web site at www.thecomputerman.biz where you can find all of my past and present newsletters so you can refer to them at any time you wish, or tell your friends about them too....

Welcome to the Christmas edition of my Tips Newsletter.

I hope you find something in it that interests you. I try to provide informative, interesting, and some fun things for you to explore. I should mention that I check out all web sites I mention and believe they are functioning at the time I created this news letter. Perhaps at a later time when you try them they may be out of service or no longer available on the web. Enjoy.... Jules



Please Note: If you are using AOL as your internet provider you may sometimes not see the graphics in my newsletter. This is caused by AOL's method of handling your e-mail. There is a possible solution to this. Try changing your AOL Internet settings.

In your AOL program: Go to preferences - find Internet Properties, and set the option for web graphics to "Never Compress Graphics". Hopefully that will help.

Let's start off with an appropriate web site for you to check out...

A Christmas music web site.

<http://www.nevada.edu/~blake/Christmas.songs.html>

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Want the words to some of your favorite Holiday songs so you can sing along with your music at home or at the big party? You can find many of them here.



For those of you who will be getting a live Christmas tree this year, here is a web site that contains a lot of good information.

www.realchristmastrees.org

You can find item such as information on types of trees, care and feeding of the tree, and much more. Check this one out...



A Personal Note: This issue of the Holiday Newsletter will be shorter than usual since I ran out of time this year. Once again I wish all of you and our neighbors all across the world peace and love in the coming year. I hope you enjoy the Newsletter.

Now, Here are some web sites for you to check out:

[Centers For Disease Control and Prevention](#)

With flu season upon us I thought this one might be appropriate. A very helpful site that will benefit your health.

<http://www.cdc.gov/>

Calendars Through the Ages

All about calendars over the years and astronomy. Some really neat art work on this web site too.

<http://webexhibits.org/calendars/>

[The History of Eating Utensils](#)

Se are going to be doing a lot of eating during the holiday (at least I am....). Here you can find out where the fork you are holding was first discovered and who did it. Something to think about.

<http://www.calacademy.org/research/anthropology/utensil/index.html>

How about some of my Christmas graphics for you?

You can right click on these and save them on your computer and use them in letters, e-mail messages as much as you want: Here are a couple for you.....



Here's one that all of us need to know about for sure.....

The North Pole Web Site..... Gather round all you children young and old!

<http://www.northpole.com/>

It's time for some more Holiday cheer...music, that is.

Here are some links to holiday music you can play. Click on the link and the music will play while you read this newsletter. You can right click on these links, choose "Save target" and download and save these songs on your computer to play any time you want the music. Put the songs in your "My Music" folder and you can always find them again. By the way you can copy and paste (you remember how to do that, right?) the link into an e-mail message and send it to your friends and family to enjoy.

This is the web page for the music..

<http://www.santaland.com/songs.html>

They also have the words to the songs here...

<http://www.santaland.com/lyrics.html>

NOW SOME GOOD TIPS:

Would you like to have a nice border around your document? It's easy! You can set it up either before you start your document, during, or after: Click on File / Page Setup, and the Layout tab. Note options on the lower left (single line, 3-D, etc.) and try a few!

In newer versions of WORD you would find it under the BORDERS button, then check out the ART drop down box for many colorful art borders that are available.

Changing Word's Insertion Point:

Some users find Word's I-beam-shaped insertion point rather difficult to see. It's so slender that it can easily blend in with surrounding text, especially on laptop computers, which tend to have small screens and lower resolution. Luckily, you can change the insertion point from its default I-beam shape to a "splat" symbol, which resembles a four-leaf clover. To do so, simply press [Ctrl][Alt][+] (using the numeric keypad). When you do, the insertion point changes to the easy-to-see "splat" symbol. To return to the default I-beam insertion point, press [Esc] or [Ctrl][Alt][-].

Here are some basic Word tips:

Learn to use UNDO: Make a mistake? Press CTRL-Z or choose Undo from the Edit menu right away. Keep pressing CTRL-Z to backtrack through and undo the most recent editing changes you've made.

Save Often: Who knows when disaster may strike? Save often and quickly, using CTRL-S to "save-as-you-go."

Basic Movements: Go to the top of your document: CTRL-HOME

Go to the end of your document: CTRL-END

Go to top of next page: CTRL-PgDn

Go to top of preceding page: CTRL-PgUp



Now for the Fun Stuff: (I alwasys have a lot of stuff saved up!)

Get the kids, grandchildren, or the "young at heart" and check these out.....

Looking for a fun Christmas game for your computer?

Get the "Elf Bowling game here....

<http://www.freechristmasscreensavers.com/elfbowling.htm>

Download and play this game for a few laughs at the Elves' expense.

Like to work jigsaw puzzles ?

www.jigzone.com

You can play lots of puzzles on your computer. They have many puzzles and you can choose how many pieces and even the shape of the puzzle pieces for something different (and verry difficult!)

Lat I looked you can even upload your favorite photograph to the web site and have it converted instantly to a puzzle you can play with or send to your friends and relatives so they can play it too.

As usual I pack a lot of variety into this eclectic list of things to do and see on the world wide web, but most of all I hope some of it brings you some joy and cheer during the holiday season!!!

Thanks, Jules



The above items submitted for your consideration by:

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