

SCA Computer Club notes

Classes for the Month of Jul



To enroll, log into the website at <https://computer.scaclub.org>. Go to **Calendars> Classes/Events**. Click on the class you want to take and under "Action", click on **"Enroll"**. If you need to cancel your enrollment, please log back in, select the class again and click on **"Drop"**. All classes are **FREE** to Computer Club members in good standing and are geared for *beginners* unless otherwise indicated. A member can take any class as many times as desired. **You must have your SCA Resident ID with you to check-in.**

Buying a Computer: Buying a new computer? Learn the basic terms: gigabytes, hard disks, volatile memory, Ethernet card, cable modem, etc. in this class in order to make an informed decision.

New Member Orientation: This orientation session is designed to familiarize new Computer Club members with the Club's activities.

iPad/iPhone/Mac Tips & Tricks: Learn how to navigate your iPad, iPhone and Macs operating systems, widgets, settings and all the things you don't know even exist on your device. We will also cover short cuts to make your day to day life with your devices easy as pie.

Photoshop Elements: Learn how to organize and edit your pictures. This hands-on class for both Mac and Windows users gives a basic introduction to Adobe Photoshop Elements.

Prerequisites: Must be comfortable using either the Windows or Mac operating system.

iMovie for Mac/iPad: In this beginner-friendly class, you will learn how to transform your videos into professional-looking movies using iMovie on both Mac and iPad. We will cover a range of essential video editing techniques and effects to elevate your projects.

- **Basic Editing Skills:** import and organize your video clips.
- **Picture in Picture:** Create dynamic videos by overlaying one video clip on top of another.
- **Green Screen:** Replace backgrounds and create immersive scenes with green screen effects.
- **Cutaways:** Insert additional footage into your

main video.

- **Audio Editing:** Add, edit, and fine-tune audio to complement your visuals perfectly.
- **Movie Trailers:** Create movie trailers for your projects.

By the end of the class, you will have the skills to create polished videos with a variety of effects, and you will have completed your own movie trailer project. Join us to turn your video footage into cinematic masterpieces!

Keynote for Mac: Elevate your presentations to a new level with our Keynote for Mac class. This beginner-friendly course will guide you through the essentials of creating stunning and engaging presentations that will impress any audience.

What You'll Learn:

- **Setting Up Slides:** Master the basics of slide creation, including layout, design, and formatting to ensure your presentations are visually appealing and well-organized.
- **Transitions:** Learn how to add and customize slide transitions to maintain a smooth and professional flow throughout your presentation.
- **Inserting Media:** Discover how to insert audio and video into your slides to enhance your message and keep your audience engaged.
- **Magic Move:** Unlock the potential of Magic Move, Keynote's powerful tool for creating seamless animations that bring your presentations to life.
- **Animations:** Explore a variety of animation techniques to add dynamic elements to your slides, making your content pop!

Special Topics

Special Topics classes meet on a weekly or monthly basis. We invite ANY Computer Club member who is interested in learning more about a specific product/application or a specific topic to join in the discussions. All groups meet in the computer classroom. Participants ask questions and discuss various topics at each session.

Apple Talk is an ongoing investigation of all products Apple. It will include presentations, discussions and demonstrations of iPads, iPods, iPhones, Apple TVs and of course, Macintosh computers and related peripherals. As new Apple products are introduced, they will be included. Topics for discussion:

- your Apple device
- your experiences
- your problems
- your accomplishments

Others will add their bit and you will all come away with something more than when you entered the room.

The next meetings are on **Saturday, Jul 13** from 10 am - noon and **Tuesday, Jul 16** from 10 am - noon.

Computer Talk is an open discussion on any computer topic. It meets weekly from 9 - 10 am **every Thursday**.

Photoshop Elements Advanced Topics: Enhance your ability to work with digital photos. Monthly topics build upon skills learned in the **Photoshop Elements** class. These have included enhancing photos by adjusting coloring and lighting, removing imperfections and unwanted objects, clearing haze, and combining photos. Some are simple fixes and others make use of the power of adjustment layers. Topics are repeated periodically, depending upon interest.

Prerequisites: The basic **Photoshop Elements** class or some experience using either **Photoshop Elements** or **Photoshop**. The next meetings are on Mon, Jul 1 from 9:30 - 11:30 am and on Fri, Jul 26 from 9:30 - 11:30 am.

Your Computer Club Board will meet on Tues, Jul 9 from 2:00 - 3:00 pm in the Classroom. Any member in good standing is welcomed to attend. Listen to the discussions and learn how your Club operates. A Member's Comment period (near the end of the meeting) allows for members to address the Board, provide recommendations, ask questions, etc. regarding the meeting. Come and learn how your Club operates and consider running for the Board in 2025.

AI stealing passwords? It is possible!

A team of researchers in the United Kingdom conducted a study and reported that Artificial Intelligence (AI) can actually listen to the keystrokes that one makes with 95% accuracy. Their model listened to the keystrokes on a MacBook Pro, focusing on the intensity, waveform and every keystroke when typing and (not how loud the keyboard sounds when typing).

Hackers can use this technique to install malware on one's device that has a microphone, then gather the data from the keystrokes and feed it into an AI model. It is a complicated process, but doable. So what can one do? It is suggested that one turns off their microphone on their PC or Mac, especially when not needing to use it. And buying a quieter keyboard does **not** alleviate this issue.

AI stealing passwords? It is possible! (continued)

On a Mac:

- Select **System Preferences** (in the dock) and click on **Security & Privacy** (or it might be listed as **Privacy & Security**)
- Scroll down and click on **Microphone** to see which programs and apps have access to these functions
- Check or uncheck **apps** or **programs** one wants to give (or deny) access to the microphone

On a PC:

- Select **Start** and go to **Settings** and select **Privacy & security**
- Click on **Microphone**
- In **Allow access to the microphone on this device**, select **change** and make sure the **Microphone access for this device** is turned on
- In **Microphone settings**, go to **Allow apps to access your microphone** and make sure it's turned on
- Once one has allowed microphone access to one's apps, one can change the setting for each app. In Microphone settings, go to **Choose which Microsoft apps can access your Microphone** and turn on the apps you want to use it
- For desktop apps, make sure that **Allow desktop apps to access your microphone** is turned on

The usual suggestions also include using strong, unique passwords for all online accounts and consider the use of a password manager program. A password manager program eliminates the need for one to remember or manually type them in (reducing the chance of AI detecting or predicting one's keystrokes). And a password manager generates unique passwords for each account (so if one account gets compromised, the other accounts remain untouched). Also use two-factor authentication (2FA) when possible.

While the potential of AI to enhance user experiences by performing specific tasks, solving problems, creating images, etc. exists, so does the potential for hackers to use it to steal your information exist. So the best we can do is be aware and take steps to try to limit what hackers can do. Stay safe. Keep your software up to date and use an antivirus software on your devices.

What brands do scammers target the most?

According to the Federal Trade Commission (FTC) the most impersonated brands in scams targeting U.S. consumers are: Best Buy Geek Squad, Amazon, PayPal, Microsoft, Publishers Clearing House, Norton LifeLock, Apple, Comcast/Xfinity, Bank of America and Wells Fargo.

Scammers use a variety of tactics and are increasingly using email and text messages, rather than phone calls in their impersonation efforts. An example is a phony email telling one that the computer service (e.g. Geek Squad or Norton Antivirus) that one subscribed to is up for renewal and provides a billing statement. Or a Microsoft pop-up warning on one's computer regarding security and providing a number to call for help. Or Publisher's Clearing House indicating one has won something but must pay a fee to collect one's winnings. Don't be fooled. If you get an email or text message from a company you actually deal with and suspect it is fake, call the company yourself. Don't click on any embedded link. Stay safe.

iPhone shortcuts

Do you use an iPhone? If so, here are some shortcuts you may want to try. They are downloadable from your **Shortcuts** on your iPhone. Just search for “Shortcuts” to find them.

- Ever need to charge your iPhone quickly? There is a **Fast Charge Mode** that will accomplish that by turning off Bluetooth and Wi-Fi, lowering your screen brightness to zero and turning on airplane Mode and Low Power Mode all at once. This will boost the speed of your charging. **Just tap on the shortcut** and **select Yes** from the **Disable Services** pop-up to run Fast Charge.
- Similar to Fast Charge Mode is **Intelligent Power**. This allows one to conserve one’s battery using an **Ultra Low Power Mode**. It will turn on this mode if your battery is less than 25 % and switch it to the Ultra Low Power Mode below 5% allowing one to only make phone calls (and NOT use the Internet). It also reduces the brightness to zero, turns off Bluetooth, Wi-Fi and mobile data. You can set the battery percentage for which you want the Low Power and Ultra Low Power mode to be activated when you set it up.
- Have a favorite playlist you like to listen to? **Play Favorites**, another shortcut, will play your favorite songs from apple Music. No more selecting a favorite song before that long drive. Simply download this shortcut and enjoy your favorites songs as they are automatically played from your playlist.
- Ever drop your iPhone in water? Yes, but putting it in rice doesn’t really help, nor does using a hair dryer to try to dry it. Even though the latest iPhones are water-resistant (NOT waterproof), you might actually drop it into a pool, the toilet, the sink, etc. and this shortcut could help get the water out of its speakers. When one runs **Water Eject**, the volume will be set to 100% while your iPhone vibrates and once done, will sound a bell. This usually takes no more than 20 seconds to finish. This is a safer way to try to get the water out than by sticking or poking something into the speaker in an attempt to dry it.
- **Convert Photos to GIF** will allow one to set an animated GIF as one’s profile picture. Once you select your photo(s) and select **Done**, it won’t save your GIF, so remember you need to tap **Share** (at the bottom) and choose **Save Image** to download the GIF to the Photos app.
- **Search On** is another shortcut that lets one search for keywords or phrases from a list of top search engines, e.g. Google, Bing, DuckDuckGo, etc. If you want your results from a specific search engine, then this is for you. And it also includes options to search for results from social media platforms such as You Tube or Reddit.
- **Walk to Coffee Shop**. This shortcut will find a nearby café or coffee shop if you are out and about and craving that needed cup of coffee to boost your energy. It detects one’s current location, then displays a list of coffee shops nearby and the street on which they are located. Tapping on a shop will then launch Apple Maps with directions on how to get there.

Know any more shortcuts that you would like to share? Contact Us via the website and let us know. Select Contact Us, then Newsletter.

How to Customize or Turn Off Lock screen Widgets in Windows 11

Widgets in the lock screen of Windows 11 provide information regarding the weather, news, sports, etc. but they can be annoying. To remove them open **Settings> Personalization> Lock Screen**. Click on the dropdown next to **Lock Screen Status** and select **None**. You can choose another app to replace widgets, e.g. Calendar, Mail, Xbox Console Companion, Dev Home if you don’t want the lock screen to appear too dull.

To customize widgets, click the **three dots** in the upper right-hand corner to reveal more options. Each widget has varying options. Some allow one to unpin the widget or change its size. Others may allow one to block or report, share or manage interests or customize further. Some offer more settings to allow one to further define one’s interests or subjects one would like to see. You have to go to each widget to see what its options are as they are not all the same.

Have an Android phone? Want ways to improve the battery life?

There are plenty of ways to improve battery life, like turning off one's phone when not in use. But let's face it, that is not very practical. Here are some easy, quick ways to save one's battery. The process may vary between manufacturers but should be similar to those steps shared below.

- Turn off the always-on display. Having your display always on does use battery power and can consume more than just the 1% or 2% that manufacturers claim. Go to **Settings> Lock Screen** (can be there or under "**Display**"). Look for the option to "**always show info**" or a toggle to enable the **Always On Display** and turn it off. Doing so should make your screen completely blank when you lock it.
- Enable **Adaptive Battery**: this is a built-in feature on most devices that automatically manages performance and efficiency of one's phone in the background. For example, if one doesn't need maximum performance for simple tasks such as scrolling, the setting will throttle things down, reducing battery usage. Go to **Settings> Battery> Adaptive preferences** and look to see if "**Adaptive battery**" is enabled. If not, turn it on.
- Switching to Dark Mode. Some folks just prefer to use Dark mode since it is easier to see the screen, but did you know that it actually is beneficial for battery life? Go to **Settings> Display** on your Android phone. One should see an option to switch between light and dark mode and an option to have dark mode turn on automatically at a certain time of day.
- Adjust the display brightness and sleep time. Turning down the display brightness can help save battery usage. So can shortening the time it takes for one's phone to go to sleep. Where to find these settings? Swipe down from the top of the phone's display to see **Quick Settings**. You should see a **slider with a picture of a sun** or other light source and dragging the slider to the left will decrease your brightness. To reduce the time it takes for your phone to go to sleep, go to **Settings> Display** and change the "**Screen timeout**" to anything below a minute.
- Turn off "Hey Google" detection. Don't want your phone constantly listening for you to say "Hey Google", especially if you don't even use it or only use it occasionally? When your microphone is active, it takes energy to run that process all day and yes, affects battery usage. So go to **Settings> Google assistant> Hey Google & Voice match** and turn off "**Hey Google**". Now your phone will only trigger the Assistant if you hold down the power button or via another method.
- Phone screens have gotten really good over the past few years due in part to the fast refresh rates manufacturers have been including. But did you realize that by increasing the rate by which a screen refreshes also means increased battery usage? Go to **Settings> Display**. Look for the setting(s) to **configure your refresh rate**. Some call it Smooth Display, Motion smoothness or something similar. Find the setting associated with the refresh rate and revert to the standard rate (normally 60Hz). Although it might appear a little choppy at first, that's normal and 60Hz is what every phone used to run at a few years back.
- One can also turn off Wi-Fi, Bluetooth and/or Location Services, when not in use. They are easy to turn on and off when needed and can usually be found in the Quick Settings menu (swipe down once or twice) from the top of your screen.

If you know of other settings that could help reduce battery usage, please share them with other members of our Club.

The National Security Agency (NSA) recommends turning one's phone off and back on once a week

Disabling Bluetooth (when it is not needed) and powering off one's phone regularly and using only trusted accessories are some of the recommendations from the NSA. In a *Mobile Device Best Practices* report, the NSA provides a variety of tips to help defeat hackers and attackers from assaulting one's phone. To view a chart from the report, click on the below link:

[MOBILE DEVICE BEST PRACTICES FINAL V3 - COPY.PDF \(defense.gov\)](#)

Suggestions to protect yourself from malicious apps or Wi-Fi networks, as well as spyware and hackers, include:

- updating your apps and only using apps from official app stores, e.g. Apple's App store or the Google Play store.
- Avoid clicking on links or attachments in text messages or emails, especially from unknown senders.
- Disabling Bluetooth when not needed.
- Using trusted accessories, e.g. original charging cables or those from a trusted manufacturer.
- Turning off location services when not needed.

Remember, computers, laptops, tablets, etc. are not the only devices in which scammers and hackers target to steal one's privacy information or install malware on. Mobile phones, iPhones and Android phones are also targets and taking a few preventative steps can help keep one safe. Although not free, there is an iVerify app available for both iPhones and Android phones that scans one's phone to detect vulnerabilities and stay proactive against threats. It is \$.99 and available from the Apple App store or Google Play Store. This is **NOT** an endorsement of the product, simply information provided to our members. There are other apps available also which one can search for. HINT: use your due diligence.

Searching within Google Photos

Whether you use an Android or an Apple product, Google Photos search features allow one to effortlessly find photos that one cannot remember where they saved them. Best part is that it is free (as long as one has a Google account) and if one already uses Gmail, then one has a Google account.

Looking for a particular location (e.g. vacation photos from Belize or family photos from Virginia Beach, etc.) or searching for people (e.g. family photos, photos of a grandchild, etc.) or animals (like your favorite pet bird, dog, cat, etc.)? Well if one clicks on **View All**, it will display all of one's photos. If one is of a particular person and one clicks on that person's face, it will display all of the photos one has taken that has that person in it. The same search is available for pets.

To search for a particular place (city, state, country, etc.) type that in and all of the photos of that place appear. Makes searching rather easy especially if one has forgotten that exciting vacation taken years ago to view zebras on a Safari in Madagascar, right?

Trying to reminisce about that special birthday cake for your grandchild when they turned 3 and now is graduating from college? You can search for things like that or plants or beaches or lakes, etc. And best of all, if you do remember a time period or date, but forgot the location, you can search by an exact date or general time frame to find photos that way.

Yes, one can also search for videos or specific file types (jpeg, png, etc.) or combine search terms like "videos safari" or "Belize water", etc. Have fun with it and bring back memories.

Have your heard? Bye, bye Kaspersky?

Kaspersky software has been around for 26 years or so, but recently the Biden administration has banned the software saying it “poses undue and unacceptable risks to US national security and to the security and safety of US persons”. The Russian cybersecurity firm will no longer be able to sell its software within the United States (after 20 Jul 2024) or provide updates to software already in use (after 29 Sep 2024). The Commerce Department said the sales ban is the first of its kind after a lengthy investigation into Kaspersky.

But what if you use its software? “Individuals and businesses that continue to use existing Kaspersky’s products and services will not face legal penalties under the Final Determination” according to the Commerce Dept. Of course Kaspersky denies these findings and says it will pursue the ban in court. To read more about the ban, click here: [Kaspersky Lab, Inc. Prohibition | Home \(bis.gov\)](#)

So you might be wondering about TikTok too? Last April, President Biden signed into law a series of bipartisan bills that require the Chinese tech giant (ByteDance) to sell TikTok’s US operations within the next nine months or face a ban. The reasoning is similar to that of the Kaspersky ban in that there is fear that the data of TikTok could end up in the hands of the Chinese government. Of course China denies that and currently is fighting that. Expect a ruling in December from the Supreme Court before a law takes effect next Jan 19, 2025.

Do you use Kaspersky antivirus software? Do you use Tik Tok? Is it time to replace it with something else? Let us know your thoughts. Send us a note via the club website. Select Contact Us> Newsletter.

SCA Computer Club

As a member of the Sun City Anthem Computer Club (for only \$10/year) one gets a lot of benefits, such as free classes, housecall support (for only a \$20 donation), use of computers that have both Windows and Apple operating systems available on them, use of a digital scanner, an air conditioned environment in which to surf the Internet, check email, etc. while up at Anthem Center, etc. The computers all have a trackpad and mouse connected (unfortunately there are no touchscreen computers in our club) to them so one has a choice of what one wants to use.

For those who are familiar with a trackpad, it’s like a mouse (sometimes called Magic Mouse) and one can tap, swipe, pinch or spread one or more fingers to perform useful actions. If you have never used a trackpad before and only used a mouse, you might want to try it. Want to learn more about the trackpads in the lab or classroom and how they operate? Click on the following link: [Use Multi-Touch gestures - Apple Support](#)

And please, **do not take** any of the trackpads home. They are to remain in the lab and classroom so that **all of our members** have access to them. We appreciate your cooperation in this matter.

Have a topic you want to know more about? Have an article you want to share with other members of our Club? Want to write an article (**PLEASE**) and have it included in the monthly newsletter? Interested in becoming a monitor at your Club? Interested in attending the Club’s monthly Board meetings? Check out your Club website at: [Home | Sun City Anthem Computer Club \(scaclub.org\)](#) . We have many opportunities to volunteer to keep our Club going. Contact Us and let us know if you are interested in any of the above opportunities.

Useful things you may want to know, or Frequently Asked Questions (FAQs)

that we made up ourselves

Q. I normally save my website passwords in my Microsoft Edge browser because sometimes I can't remember them. There is one website I want to use but I can't remember the password for it. Is there a way to recover it, or do I just need to start a new account on that website?

A. Excellent question. If you use the Microsoft Edge browser and if you saved a password to a website there (and it may not be a good idea to do so) and you forgot your password, you can recover it in Windows 10, Windows 11, or even a Mac. Really?

- Open Edge, click on the three horizontal dots in the upper right-hand corner and select “**Settings**”. Look for the **Profiles tab** (left margin) and scroll down to the section labeled Microsoft Wallet. Click on “**Passwords**”.
- If you’ve saved passwords for your various websites while using Edge, they will appear here. Find the website you want the password for and click it.
- On both Windows and Mac, a box will pop up asking you to authenticate your system user account before the password can be shown. Enter the password (or PIN) you use to log into your computer and click “OK”.
- Now you will see your username (or email) and your password hidden with some asterisks. Click on the **small eye icon** next your password to reveal it.

Q. My neighbor recently told me about how she watches free movies through Kanopy by just using her library card. I've never gone to the library and don't have a library card. Do you think it is worth getting one?

A. That is an individual choice, but consider all of the free digital perks you may be missing out on by not having a card. A Henderson library card will give one access to apps like **Libby** which allow one to borrow books and audiobooks for free. **Hoopla** is another app that offers ebooks, audiobooks, music, movies, and TV shows all free with one’s library card. **Kanopy** provides access to free movies, documentaries, foreign films, educational videos and more. And there is much more available with a library card. Did you know that since 2023, Nevadans with public library cards can gain free entry to all 27 state parks (Spring Mountain Ranch, Valley of Fire, Old Las Vegas Mormon Fort, Ice Age Fossils, etc.)? These are just a handful of benefits to having a library card and getting a card is free. Simply go to any Henderson, NV library and just bring your photo ID with your current address and sign up. The one closest to our SCA location is the Paseo Verde Library branch at 280 S. Green Valley Pkwy near the Dollar Loan Center (S. Green Valley Pkwy and Paseo Verde Pkwy). It may be worthwhile to give it a go. (It’s FREE)!

Useful things you may want to know, or Frequently Asked Questions (FAQs)

that we made up ourselves (continued)

Q. I am considering using Microsoft's OneDrive for storing my documents, but I am concerned about privacy, safety, etc. My granddaughter told me that I should try using it but only use Personal Vault. What is that?

A. Personal Vault is a feature of OneDrive that provides one an extra layer of protection to secure their files. In order to access any data within the vault, one needs to first confirm one's identity, so folks use it for storing legal or identification paperwork as well as financial records or other personal files that may be confidential to them. How is this done? Once in OneDrive, go to the **"My Files"** tab in the left margin and select **"Personal Vault"**. Simply drag any file from your PC into the vault. If one wants to transfer existing files (from within OneDrive) click on the three (3) horizontal dots next to the file and choose **"Move to"**, select **"Personal Vault"** and click **"Move Here"**. Once one is finished adding files to the vault, one must click on the **"Vault"** **drop-down** menu (on the top-right side of the menu bar) and select **"Lock"**. Remember one cannot access the vault to view files, move files or save files without first unlocking the personal vault by confirming one's identity.

Q. Is it possible to take a screen shot that captures an entire article/webpage and not just what is on my screen? Some articles are more than one page long and I want to save or screenshot the whole thing.

A. Good question. Settings may vary on Android devices but if one goes to the desired webpage and presses the **Volume down** and **Power** buttons at the same time it will take a screen shot of the page. But, if one **continues to hold down these buttons**, **options** will pop up and then one can look for an **arrow** (as clicking on that and holding it down should scroll the page down allow one to capture more). Once one captures everything desired, wait and the phone should save this extended screen shot to one's **Gallery**. If one has an iPhone, iOS 17 provides a **Save to Photos** option when taking a screen shot that saves the full page as an image. Open the website using Safari or Chrome and press the **Power** and **Volume up** buttons at the same time to take the screen shot. Tap on **Preview** to open the screen shot editor which will display the options of **Screen and Full Page**. Select **Full Page** to see the entire page or click on **Screen** to see only what was on the screen at the time you selected the screen shot. Use the slider (on the right side) to scroll through the full page screen shot. And did you know that one can crop, annotate or share the screen shot too? Be sure to tap on **Done** to save one's selections and then click on **Save to Photos**. Open your **Photos app** now and view it in the **Screenshots album** or in the **All Photos album** (if iCloud is turned on in Settings>Photos).

Summer just arrived. Please don't forget, as the weather gets hotter (and it will), one needs to hydrate, especially if one is outside. Stay safe and remember you can always stop by Anthem Center and your air-conditioned Computer Club to get out of the heat and compute. Enjoy your summer!