



Volume 19
December 2008

Tech-Talk

Dixon-Style

Stowers' Technology Newsletter

Created by
SAD, ET



Cite the Site

The Weather Channel

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



Tip of the Day

New Tip each day:

1. Open My Computer
2. Click on View
3. Click on Explorer Bar
4. Click "Tip of the Day"

This puts a check next to "Tip of the Day"; as long as the check is there, you will get a new tip every time you go to this location.

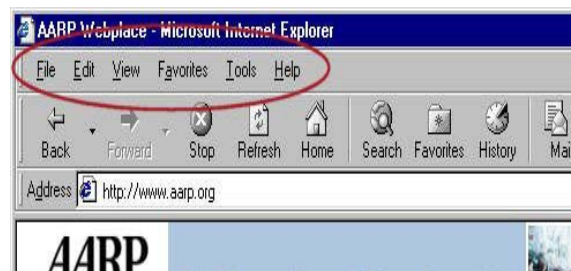
Common Tools of the Internet

Title Bar



The Title Bar is the name of the website or title of the page you are on.

Menu Bar



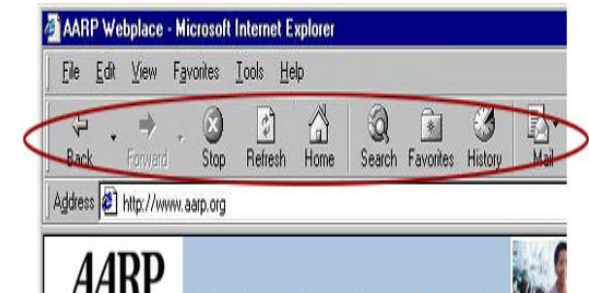
The Menu Bar is the horizontal band that contains commands and options: File, Edit, View, Favorites, Tools, and Help

Address Bar



The Address Bar gives you the location or address of the current page you are viewing.

Tool Bar



Because the Tool Bar is the workhorse of bars, it is larger and contains many useful icons divided into three areas. Each of these icons has a text description of its function under the icon itself.





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Back & Forward



Ready to return to the Web page you were viewing before you backtracked with the Back arrow? This is the tool.

Stop



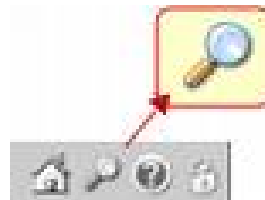
Clicking the Stop icon will stop the page you have selected from downloading or is taking too long to download. What if you changed your mind and do not want to visit a page? Just click this icon.

Refresh



Information is continuously being added, and Web pages are constantly changing. Refresh makes sure you are viewing the latest version of the current Web page.

Search

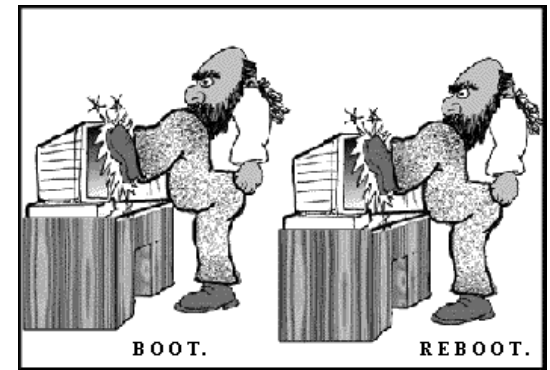


Computer Chat



boot

Starting up a computer's operating system is booting it. If the computer is already running, it is more often called rebooting.



Google Guide

Google Guide is an online interactive tutorial and reference for experienced users, novices, and everyone in between. I developed Google Guide because I wanted more information about Google's capabilities, features, and services than I found on Google's website. -- Nancy Blachman

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





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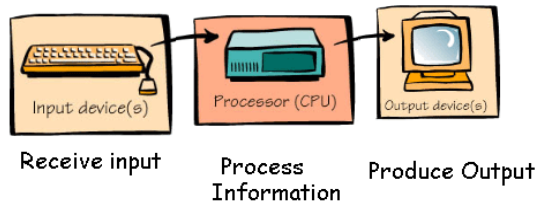
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What Computers Do



Everything we tell the computer is **Input**.

Types of Input

Data is the raw **facts** given to the computer.

Programs are the sets of **instructions** that direct the computer.

Commands are special codes or **key words** that the user inputs to perform a task, like RUN "ACCOUNTS". These can be selected from a menu of commands like "Open" on the File menu. They may also be chosen by clicking on a **command button**.

User response is the user's answer to the computer's question, such as choosing OK, YES, or NO or by typing in text, for example the name of a file.

Input & Output Devices

Input Devices:

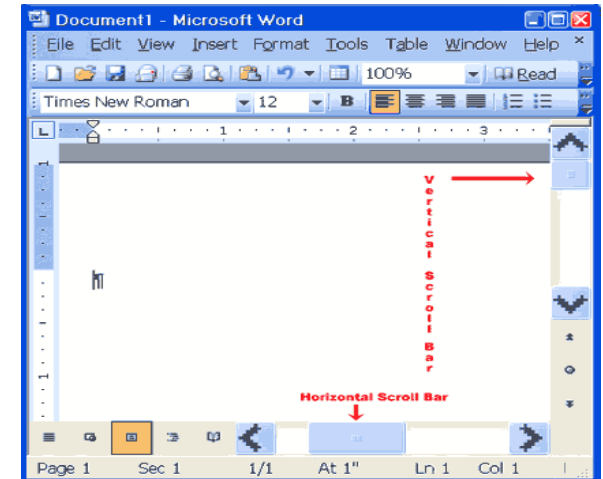
1. Keyboard
2. Mouse
3. Trackball
4. Microphone
5. Glide pad
6. Joysticks
7. Game Devices
8. Pen Input
9. Touch Screen
10. Display Terminals
11. Sound Input
12. Voice Input
13. Video Input (digital camera; VCR; Web Cam)
14. Scanner
15. Bar Code Scanner

Output Devices:

1. Printers
2. Computer monitors
3. FAX machine
4. Elmo, AverKey, InFocus
5. Speakers



Horizontal and Vertical Scroll Bars



The Horizontal and Vertical scroll bars, if turned on, enable you to move up and down or across the window simply by pressing the icons located on the scroll bars. The Horizontal scroll bar is located above the Status bar. The Vertical scroll bar is located along the right side of the screen. To move up and down your document, click and drag the Vertical scroll bar up and down. To move back and forth across your document, click and drag the Horizontal scroll bar

--until next week