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The Databus

September/October 2018



Post Office Box 4005 Dayton, Ohio 45401

Visit us at:



Your 2018/19 Officers:

President Peter Hess Vice–President Patrick CRAIG Secretary Pat FLYNN Treasurer Glady CAMPION Officers need not be Trustees.

Trustees:

Gary COY Glady CAMPION Patrick CRAIG Pat FLYNN Peter HESS Brent KERLIN Debra MCFALL Ken PHELPS Gary TURNER

Webmaster:

Brent KERLIN Webmaster Emeritus: Dave LUNDY E STABLISHED IN 1976, DMA is a group of Dayton-area professionals and hobbyists in the field of computing and digital information technology. General membership meetings are usually on the last Tuesday of each month. DMA has a number of Special Interest Groups (SIGs) in areas ranging from digital investing and genealogy to the Linux operating system. Each SIG meets according to its own schedule. DMA is a member of the Association of Personal Computer Users' Groups (APCUG) and the Affiliated Societies Council (ASC). Click on any of the logos—including our own (top left)—to go to that organization's Web site.





Submissions ...

THE DATABUS welcomes compliments, complaints, suggestions, and especially articles. We can accept articles in ASCII, or as attachments in Microsoft Word, Open Office Writer, Word Perfect, or, yes, even Word-Star (a word-processing program that goes all the way back to about 1980!). No PDF files, please. Send articles to:

Editor@DMA1.org

All articles are subject to editing for spelling, grammar, usage, and space. Always retain a copy of your work, as THE DATABUS cannot be responsible for loss. When articles are of roughly equal quality, those by paid-up DMA members usually receive preference.

ALL REGISTERED TRADEMARKS, for example: DMA, Acronis, Linux, Open Office, or Windows, are the property of their respective owners. However, the Registered Trade Mark symbols ([®] or [™]) have been omitted for better readability. The Editor occasionally inserts comments into articles. Such comments are often in square brackets [like these] and are always preceded by the phrase: "EDITOR'S NOTE."

THE DATABUS is written and published by volunteers. We do not give professional advice on hardware, software, or network installation, repair, security, or troubleshooting. If you need expert assistance, please seek the services of a competent professional. **OCTOBER MEETING:** 7:00 P.M., Tuesday, the 30th, at T. J. Chump's restaurant, 7050 Executive Boulevard, Huber Heights 45424 (next door to Meijer's supermarket—click <u>here</u> for a map). Come at 6:00 P.M. if you want to join us for dinner. There's plenty of <u>free</u> parking. T. J. Chump's is also accessible via RTA bus routes #18 & 19, but you must take a short walk over from Meijer's.

No charge-Free Parking-Bring a Friend!

PETER HESS Leads a Panel Discussion on NET NEUTRALITY

ET NEUTRALITY is the principle that Internet service providers treat all data on the Internet equally, and not discriminate or charge differently by user, content, Web site, platform, application, type of attached equipment, or method of communication, according to a report written by Angele A. Gilroy in 2011. The term was coined by Columbia University media law professor Tim Wu in 2003.

Rules enacted in 2015 by the Federal Communications Commission, while under the leadership of Tom Wheeler, prohibited Internet providers from charging more for certain content or from giving preferential treatment to certain Web sites.

In December 2017, the FCC, now under leadership of Ajit Pai, voted to repeal these rules, provoking a public outcry, legal challenges from state attorneys general and public interest groups, and a push by Democratic lawmakers to overturn the decision. Regardless, the FCC's repeal of net neutrality rules took effect in June 2018.



DMA Members in a Friendly Discussion on Net Neutrality

Where do you stand?

At October 30's meeting, we shall explore the pros and cons of net neutrality with panelists on both sides of the subject under the leadership of DMA President **Peter Hess.** We shall also provide links you can use to voice your opinion to those who will be making future regulations. We expect this program to provide a better understanding of net neutrality and how it affects each of us. ... **TDB** **TTENTION!:** Due to a "cut-and-paste" error, the June Minutes were accidentally printed *twice* in the July and August issues. The Editor apologizes for the error. Below are the missing July Board of Trustees' Minutes, as well as the August Minutes.

Minutes are normally published almost two months late, because the Minutes for, say, the August Board meeting must be approved by the Trustees at the following month's meeting—in this case, early September. The corrected and approved August Minutes would thus usually appear in the September DATABUS (this issue), published toward the end of that month.

The time and place of the next Trustees' meeting will be announced at the General Membership Meeting on Tuesday (the 30^{TH}). Trustees' meetings begin at 7:00 P.M. and are open to all DMA mambers. The Trustees usually meet for dinner beforehand at a nearby restaurant that will also be announced at Tuesday's meeting. Those wishing to dine with the Trustees should come at 6:00.

MINUTES—DMA BOARD OF TRUSTEES

DMA Board of Trustees — Meeting of Monday, July 9, 2018

[EDITOR'S Note: The usual time of this meeting would have been Monday, 2 July, but the date was moved one week forward because of the July 4th holiday.]

CALL TO ORDER

The meeting was called to order at 7:04 P.M. by Gary Coy.

Trustees present: Glady Campion, Gary Coy, Pat Flynn, Peter Hess, Ed Skuya Excused: Gary Turner Absent: Debra McFall, Brent Kerlin, Ken Phelps Others: Mark Camden

OFFICERS' REPORTS

President—Gary Coy

We saw a few new members join at last month's general membership meeting. Attendees were very interested in the Astronomy Software presented that month.

Vice President—Peter Hess

Dayton Diode is planning to participate in the upcoming Dayton Mini Maker Faire. They intend to hold an Open House after the Faire and monthly going forward. Dayton Diode's makerspace area has been re-arranged for better use of the space. Mark Camden made a large donation of hand tools.

Secretary—Glady Campion

Glady presented the Minutes for the previous board meeting. Pat Flynn moved the minutes be accepted. Peter Hess seconded and the motion passed with Glady Campion abstaining.

Treasurer – Pat Flynn

See report: (box on the right)→ COMMITTEE REPORTS Audit – Glady Campion On hiatus until January 1.

Account Balances:	
Fifth Third Checking	\$11,205.56
Fifth Third Savings	11,246.00
Pay Pal	1,061.01
Everbank CD	5,151.48
Dayton Foundation	+ <u>87,722.19</u>
<u>Total</u>	\$116,386.24

(Continued on page 5)

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(MINUTES—CONTINUED from page 4)

Bylaws Review

Proposed bylaws changes were published in the April Databus, a reminder emailed to members, and announced to attendees at the June meeting. The vote will take place at the annual meeting in Sept.

Fundraising—Peter Hess

Meijers and Krogers cards are possible fundraisers. Peter wants to publish a page in the Databus on ways the membership can support DMA.

Membership—Glady Campion

As of last month's General Membership meeting, we had 55 Regular, 4 Associate, 0 Student, and 5 Life members for a total of 64, including two new members who joined that night. Attendance last month was 32 and the 50/50 brought in \$16.

Net Administration Team-Ken Phelps, Gary Turner, Pat Flynn, Brent Kerlin

No problems to report.

Nominations—Ed Skuya

Ed has enlisted two candidates for the Board of Trustees: Pat Flynn and Martin Arbagi, and Patrick Craig. Elections will be held at the Annual Meeting in September.

Programs – Open!! We MUST find a Programs Chairman!!!

July – Mark Camden will do a presentation on Movie Maker, titled "Become the next YouTube Star."

Other suggested topics: Internet Architecture, DVRs that save to the Cloud, Video: "ForEveryone.net," Video: "Save the Internet.com," Brent Kerlin – on his Smart Home improvements

Publications – Martin Arbagi

The June DATABUS was posted

Publicity - Ed Skuya, Gary Coy, Pat Flynn, Peter Hess, Patrick Craig

Meeting notices are being posted as usual.

OLD BUSINESS

Records Committee -Glady Campion, Martin Arbagi

Still in progress

Wright State Archives - Martin Arbagi, Glady Campion

Still in progress

Next Board Meeting

The next Board Meeting will be 7:00 P.M. on Monday, July 9, 2018 at Fairborn Fire Station #2, 2200 Commerce Center, Fairborn. Those who want to join us for dinner should meet at 6:00 P.M. at Donato's, 240 East Dayton Yellow Springs Rd, Fairborn.

Fairborn Fire Station #2 has been reserved through December 2018.

OLD BUSINESS

Summer Picnic—Martin Arbagi

(Continued on page 6)

(MINUTES—Continued from page 5)

Martin reserved shelter #3 at Indian Riffle Park for August 18. Glady and Martin are selling tickets for \$5. [EDITOR'S NOTE: Cheap!]

Community Service

Glady again suggested we start building up the scholarship we have with the University of Dayton. After some discussion among the Trustees, Gary Coy again asked for figures on what percentage of investments a nonprofit should be giving back to the community.

NEW BUSINESS

Dayton Mini Maker Faire - Glady Campion

The Faire is scheduled for Saturday and Sunday, August 4 and 5, at Carillon Park. Glady will reserve a booth for DMA. She will title it, "The Incredible Shrinking Computer," and display Rasberry Pi projects. Dayton Diode will also be there. Mark Camden has offered two of his Pi projects for display and offered also to have a banner made for DMA.

Peter moved that \$25 or less be allowed for the banner for Maker Faire. Pat Flynn seconded and the motion passed.

ADJOURNMENT

Pat Flynn moved to adjourn at 8:28 P.M. Peter Hess seconded and the motion passed.

DMA Board of Trustees—Meeting of Monday, August 6, 2018 CALL TO ORDER

The meeting was called to order at 7:06 P.M. by Gary Coy.

Trustees present: Glady Campion, Gary Coy, Pat Flynn, Ken Phelps, Ed Skuya, Gary Turner. Excused: Debra McFall. Absent: Peter Hess, Brent Kerlin. Others: Mark Camden, Patrick Craig, Eric Ottoson.

OFFICERS' REPORTS

President – Gary Coy

Mark Camden's presentation on Movie Maker type apps went well, with plenty of questions from attendees. One person on Meetup commented they liked that Mark showed more than one product.

Vice President – Peter Hess

No report

Secretary – Glady Campion

Glady presented the minutes for the previous board meeting. Pat Flynn moved the minutes be accepted. Ed Skuya seconded and the motion passed with ______

Glady abstaining.

Treasurer – Pat Flynn

- ✓ Pat presented the Treasurer's Report (right) →
- ✓ Pat will meet with our insurance company to assess what we should carry for Directors' and Officers' insurance.
- ✓ He will move \$1000 from Pay Pal to Savings and \$5000

Account Balances:	
Fifth Third Checking	\$11,034.58
Fifth Third Savings	11,246.37
Pay Pal	1,061.01
Everbank CD	5,161.33
Dayton Foundation	+ <u>87,722.19</u>
<u>Total</u>	\$116,225.48

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from Checking into a CD.

✓ Pat renewed our domain name www.DMA1.org for 5 years through DataYard.

COMMITTEE REPORTS

Audit – Glady Campion

On hiatus until January 1

Bylaws Review

Proposed bylaws changes were published in the April DATABUS, a reminder e-mailed to members, and announced to attendees at the July meeting. The vote will take place at the annual meeting in September.

Fund Raising - Peter Hess

No report

Membership – Glady Campion

As of last month's General Membership meeting, we had 53 Regular, 4 Associate, 0 Student, and 5 Life members for a total of 62. Attendance last month was 31 and the 50/50 raffle brought in \$18.

Net Administration Team - Ken Phelps, Gary Turner, Pat Flynn, Brent Kerlin

No problems to report.

Nominations – Ed Skuya

Ed has enlisted three candidates for the Board of Trustees: Pat Flynn and Martin Arbagi, and Patrick Craig. Elections will be held at the Annual Meeting in September.

Programs – OPEN! We NEED to find a Programs chair!!

August - Gary Coy volunteered to talk about the latest internet browsers.

Other suggested topics: Internet Architecture; Smart Home technologies; \

ForEveryone.net (an online video on Tim Berners Lee and the Web, its past and future, with a call for help in protecting access to the Web) 35 minutes; <u>SaveTheInternet.com</u> (a website calling for action to protect net neutrality)

Glady will contact local colleges to search for new speakers.

Gary Turner moved we allow Glady to offer up to \$250 for top speakers. Pat Flynn seconded and the motion passed with Glady abstaining.

Publications – Martin Arbagi

The July DATABUS was posted

Publicity - Ed Skuya, Gary Coy, Pat Flynn, Peter Hess, Patrick Craig

Meeting notices are being posted as usual.

OLD BUSINESS

Records Committee -Glady Campion, Martin Arbagi

Still in progress

Wright State Archives - Martin Arbagi, Glady Campion

Still in progress.

Next Board Meeting

The next Board Meeting will be 7:00 P.M. on Monday, September 10, 2018 at Fairborn Fire Sta-

(MINUTES—Continued from page 7)

tion #2, 2200 Commerce Center, Fairborn. Those who want to join us for dinner should meet at 6:00 P.M. at Hot Head Burritos, 1171 East Dayton Yellow Springs Rd, Fairborn (in front of Krogers).

Fairborn Fire Station #2 has been reserved through December 2018.

Summer Picnic – Martin Arbagi

Martin reserved shelter #3 at Indian Riffle Park for August 18. Glady and Martin are selling tickets for \$5 (cheap!) and have sold 34 so far.

Community Service

Glady will talk to Dayton Foundation about what percentage of our DF funds we should be investing in the community. We will use that information to guide us in adding to our scholarship with UD.

Dayton Mini Maker Faire - Glady Campion

The Faire was a great success. More than seventy organizations contributed exhibits. DMA and Dayton Diode had a steady stream of visitors and handed out information about the organization. The weather was way too hot, but we all survived.

VOLUNTEER OF THE MONTH/QUARTER/YEAR

Participants in the Maker Faire will be recognized for their efforts in promoting DMA and their SIGs.

ADJOURNMENT

Gary Turner moved to adjourn at 9:05 P.M. Pat Flynn seconded and the motion passed.



Secretary

Help DMA by using Amazon's "Smile" program!

Amazon, the Internet's largest retailer (if you haven't noticed, Amazon isn't just for books any more!) has a "Smile" feature whereby Amazon donates a percentage of almost any purchase you make to a selected nonprofit organization. There is *no* extra cost to you. Click <u>here</u> to learn more or here to go directly to the sign-up page. Be sure to put DMA down as the beneficiary of your purchases.

Have a business card? Are you a DMA member?

A NY PAID-UP MEMBER of the Dayton Microcomputer Association is entitled to a *free* business cardsized advertisement in THE DATABUS. Send a good-quality image to <u>Editor@DMA1.org</u>, or give your business card to **Martin Arbagi**, the Editor, at any DMA meeting. We can embed a link to your Web site (if you have one) in the image of your card. Under weird IRS regulations, your Web site may not include discount coupons for DMA members, although discount offers may be included in the advertisement *itself*. See the example below, which includes a member discount. But the advertiser could <u>not</u> have put the discount on his Web site.





Lock Nest Mobile Locksmith

Steve Davis

P.O. Box 753 Vandalia, OH 45377 937.890.1936



e Locksmith Locknestmobile@gmail.com

10% Discount to DMA members!



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-Staying Current With Acronis Products-

By Gene BARLOW Copyright[©], October 2018

ONE OF MY CUSTOMERS RECENTLY WROTE ME about how to upgrade his old True Image 2010 product on his Windows 10 computer. I told him how to place the order and warned him immediately to stop using the old True Image on his Windows 10 computer. This experience told me that I should also warn my other customers about this incompatibility problem.

What are System Utilities?

Acronis True Image and Acronis Disk Director are a special class of software called "System Utilities." These utilities must work very closely with the Windows operating system to do their work. When a new version of Windows is released, a new version of the system utility must also be used.

The need for new releases of all system utilities (Acronis and other software companies) when Windows versions change was recognized as a problem a few years ago. Microsoft decided to hold Windows to the current Windows 10 architecture. In other words, the basic architecture of the Windows operating system is now locked in stone and should remain that way for the future. [EDITOR'S NOTE: In the computer business, we should perhaps change that to "for the *immediate* future."]

What Acronis products work with Windows 10?

Since the Windows architecture was locked at Windows 10 a few years ago, most users have upgraded to Windows 10 on their computers. All new computers sold recently come with Windows 10. So, we see most users now run Windows 10 on their computers. Unfortunately, not all system utilities were upgraded to match the change to Windows 10.

This incompatibility between your Windows 10 and any system utilities installed on your computer could cause major problems if you tried to use any of these special utilities. You need to identify all system utility products installed on your computer and quickly upgrade these to be Windows 10 compatible.

The following Acronis products work with Windows 10:

- ✓ True Image 2016
- ✓ True Image 2017
- ✓ True Image 2018
- ✓ True Image 2019
- ✓ Disk Director 12

If you have Windows 10 on any of your computers, you need to make sure that you are running one of the four True Image products or the DISK DIRECTOR product listed above. *If not, you need to uninstall the old version and order and install a newer version of True Image or Disk Director that will work with Windows 10. DO NOT use any of the backups made with older versions as they may crash your computer. This is very important to do now.*

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How to order Acronis products

To order Acronis True Image 2019 or Acronis Disk Director 12 from us, go to our secure website at www.ugr7.com and click on the Order Now button near the top of that page. Not only do we provide the best prices for these excellent products, we also give our customers much better support than they will get from Acronis or other distributors. TDB

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-LibreOffice: A Free Office Suite-

By Joel EWING, President, Bella Vista Computer Club, AR April 2018 issue, Bits & Bytes http://www.BVCompClub.org/ president (at) bycompclub.org

LMOST EVERYONE TODAY who is computer savvy has heard of, or is even a user of, one or more of the classic components of the Microsoft Office Suite: WORD, EXCEL, POWERPOINT, and ACCESS. Although there are competing

products, the MS Office products are still the purchase choice for many businesses.

However, for occasional personal use, the purchase cost of MS Office is more than some people care to spend on a software package. Microsoft is now trying to attract new users by moving MS Office Suite users from a purchase model to a leasing model under Office365, providing access to local computer and cloud-based Office products for a monthly fee (from \$70 to \$150 annually). This makes for a lower up-front cost and includes automatic upgrades to new versions, but in the long run that approach will be more expensive for the user than a one-time purchase of software if you don't mind using the same version for many years.

Over the last several decades there has been an evolution in the availability of free, open-source alternatives to the components of MS Office. What started as just a free word processing application, Star Writer, evolved into StarOffice, and then later into OpenOffice, which then fractured into two projects, Apache OpenOffice and LibreOffice, which have evolved somewhat differently from the same initial code. Both OpenOffice and LibreOffice are currently available and still have much in common, but they are distributed under different "public" software licenses, which makes LibreOffice easier to enhance and thus slightly more attractive. Yes, even free software must have a license, to ensure that the freely accessible source code that people have donated to the project continues to be free and is not exploited for profit in ways the donors did not intend. The main components of LibreOffice are WRITER (the word processing counterpart to MS Word), CALC (the spreadsheet counterpart to MS Excel), IMPRESS (the presentation counterpart to MS Power-

(Continued on page 12)



(OPEN/LIBRE OFFICE—Continued from page 11)

Point), BASE (partial database counterpart to MS Access), and DRAW (similar to MS Paint?).

There are also some significant sub-components: MATH for writing mathematical equations, and CHART, which is used to generate charts for documents and spreadsheets. Base is not a complete data base application, because it is designed to interface with other free data base systems, like MySQL or mariadb, that provide the actual data base storage and query support. Base provides an interface to manage an external data base, or to use a spreadsheet as if it were a data base, and to allow the other LibreOffice components to access information from a data base (for example, in a mail merge operation).

LibreOffice is available for MS Windows, Mac OS, and Unix/Linux platforms. The look, feel, and functionality of the applications are the same (within limitations of desktop differences) across all platforms. This gives LibreOffice (and OpenOffice) an advantage over MS Office, as there is no native Unix version of MS Office. There are ways the Windows version of MS Office can be run under Unix/Linux, but they are a little awkward and the simplest method for running MS Office on Linux (Wine) frequently has some compatibility problems with the newest versions of MS Office. [EDITOR'S NOTE: Wine insists it is not an emulator. In fact, "Wine" stands for "Wine Is Not an Emulator! However, it does permit running most Windows programs under Linux.]

The LibreOffice applications have their own native file formats (ODP, ODT, ODS), but can also read and write files in MS Office formats (PPTX, DOCX. XLSX, etc.) as well as other formats. The current MS Office products also contain support for the LibreOffice file formats, support that was lacking in some of the older MS Office versions. This means you can probably generate files from LibreOffice (in either native or MS Office formats) that can be successfully viewed by someone with a later version of MS Office, but if you suspect they may have an older version of MS Office, you may need to save it in an appropriate older MS Office file format. The later MS Office versions have similar cross application support with the Open Source formats used by LibreOffice. Be aware, however, that while there is pretty good compatibility, it is not 100%. There are some features in LibreOffice that have no counterparts in MS Office, and vice versa. You will generally end up with a document that is readable, but there may be some subtle and sometimes not so subtle differences in appearance that might require additional editing to get a polished result. Past experience suggests the MS Office applications may do a more accurate conversion to or from LibreOffice file formats than LibreOffice does converting to or from MS Office formatsquite possibly because MS formats are proprietary and public documentation is lacking. Also, the proprietary fonts available in MS Office do not have exact matches in LibreOffice, and subtle differences in character sizes may change where line splits, column splits, or page splits occur in text.

This means that if you have carefully formatted a document for a formal presentation, and you know the document will be used under a different office suite than was used to create it, you really want to test the document under the targeted office suite to see if any format changes are required. Positioning of images within a document may shift, which in turn will affect how text flows *(Continued on page 13)*

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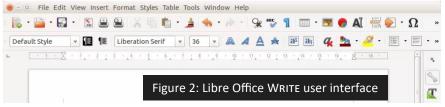
(OPEN/LIBRE OFFICE—Continued from page 12)

around the image. I have seen cases going between Impress and PowerPoint where images covered up text or font size changed to the point that text ended up outside the normal slide viewing area. A presentation might convert well, but then in other cases you could have some marginally viewable slides. This is particularly true if the target display system only has the old free PowerPoint viewer, which hasn't been updated for several years, and only claims to support files from Power-Point 2010 and earlier versions. Similar caveats apply whenever you intend to "publish" a polished, formal document: the final editing should be done on the office suite on which the document will be published or presented.

Note that all these problems of formatting compatibility disappear if your goal is not to distribute an editable version of the document but just a PDF (Portable Document Format) version of the document. Both MS Office and LibreOffice will export documents as a PDF file that accurately reflects the way that office suite displays the document, including consistent positioning of text and objects on each page.

I use LibreOffice Writer and Calc extensively, probably many times every day; and Impress several times monthly. This article was composed using Writer, as was the entire BVCC Newsletter. [EDITOR'S NOTE: I use Microsoft Publisher for this publication.] I use Calc to manipulate membership rosters, to track home utility usage patterns and utility rates, and to manage a few other tables of various types. I use Impress for all my class and general meeting presentations. I occasionally use MS Word, primarily to proofread a Newsletter for another organization, precisely because there are fonts used that have problems with LibreOffice—that need could probably even be avoided if I also requested the document as a PDF file and used the PDF version to proofread the line/column/page breaks and font appearance. I rarely use PowerPoint or Excel except when checking out how their capabilities differ from Impress and Calc, or to confirm that a file that LibreOffice finds "broken" has similar problems with MS Office. I routinely use LibreOffice to read and update MS Word and Excel file formats that are shared with others, and only rarely do I encounter snags where I find it expedient to resort to using MS Office (like the Newsletter font issue mentioned earlier).

The user interfaces of MS Office and LibreOffice are significantly different. MS Office has many more different action icons and has "ribbons" of icons.



LibreOffice relies more on traditional menu and sub-menu selections. Which approach is easier to use is a matter of personal preference. Both have context-sensitive menus in response to a rightclick within a document. In most cases there is identical functionality in MS Office and LibreOffice, but the place and manner of invoking the functionality differs. There are some areas (Continued on page 14)

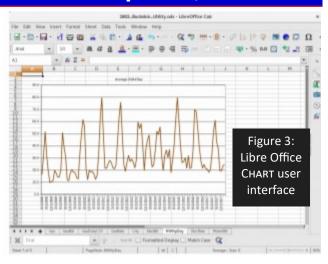
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(OPEN/LIBRE OFFICE—Continued from page 13) where the MS Office applications are better and others where LibreOffice is better. I have yet to find something I wanted to do that I couldn't do with LibreOffice, but in some cases on-line research was necessary, and in other cases a change in approach was required.

MS Office by default provides more templates and "cute" backgrounds – if you like that sort of thing – to use for creating documents. LibreOffice has fewer built-in backgrounds, but if you have other image manipulation tools, you can create



your own custom backgrounds and add them. There are also some LibreOffice add-ons that can be downloaded and installed that I haven't yet tested.

My impression is that there may be more "bugs" in LibreOffice than in MS Office, but that could be because I use it more. I've always been able to find ways to work around them. For example, the documentation implies that in a Writer document you should be able to format some pages as multi-column and other pages as single-column; but it doesn't work as documented – it always changes the number of columns globally for all pages. One circumvention I've used is to just use single column format for the entire document, define a large "frame" within the pages you want to be multi-column, and then define the internal structure of text within that frame as multicolumn. Moving images within a document sometimes does strange things—it's sometimes necessary to delete it from the original location and re-insert it at the desired location. There always seems to be a way to get the desired effect, it sometimes just requires on-line research (and as a less frequent user of MS Office, I find I also must do similar research to find how to do some things in MS Office).

LibreOffice is an incredibly useful suite of applications, and you can't beat the price. It can be downloaded from <u>https://www.libreoffice.org/</u>...**TDB**

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2019 DMA HOLIDAY BANQUET: Wednesday, December 5, 6 P.M. Tickets (\$5.00-cheap!*) on sale at Tuesday's meeting.

* The \$5 pays for door prizes. You must order and pay for your own dinner from the regular T.J. Chump's menu. Cash bar.

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