

SATURDAY, NOVEMBER 17, 2001
10:30 A.M.

Genealogical Tips and Project Management Techniques

Learn some of the top tricks and techniques from
some of our most experienced members.

Ed Rosenthal will talk about the 10 Commandments of Project Management.

Larry Olson will discuss how he uses Excel Spreadsheets for taking notes.

Beverly Levine Smallwood will demonstrate using Word to build and use templates for letter writing and data entry.



Staff Volunteers

by Anne Jacobs

At each meeting we find how many active attending members we have...it is a growing number. The October meeting was no exception. **CAGG-NI** needs the expertise and talents of some of you. As many current officers will be retiring, now is the time for others to volunteer. Many of the tasks which keep **CAGG-NI** growing, active, interesting and valuable have been concentrated in a very few hands. Keep **CAGG-NI** as good as it has been and better with new leadership blood. The upcoming meeting will include our annual elections. Please step forward and let us know how you would like to assist. See page 4 for Recommended Slate of Officers.

But Will it Still Work Under Windows XP?

Considering something fast and sleek? Worried about compatibility? Dick Eastman is testing all the major genealogy programs under the newest Windows flavor. He has been reporting on one or two each week since the October 10th issue of his newsletter. Read them online at <http://www.ancestry.com/library/view/columns/eastman/eastman.asp>, then click "Archive". The Master Genealogist, Personal Ancestral File, Family Origins, and Legacy were covered in October. Keep checking back or subscribe for future reviews.

Family Tree SuperTools

Have you seen features in The Master Genealogist (TMG) that you wish your software could do? Now you can access many of those features in a new utility. Wholly Genes, maker of TMG, has released Family Tree SuperTools (FTST). This utility can import databases in a variety of native formats or GEDCOM, if necessary. You would use FTST to enhance, not replace, your genealogy program. It has some great tools and features that most programs do not, for instance, the ability to open multiple databases at the same time and view them together without combining them.

Some of the features are already available in TMG, but have been expanded upon. For instance, TMG allows me to accent (color code) people based on my criteria. To do this in TMG, I create flags to designate the conditions, use the report generator to filter people and set the flags. Then the accent screen allows you to set the foreground and background colors for each of up to 10 flag settings. In my data set, I have different areas of Sweden color-coded so I can tell at a glance where this Anders Andersson is from. I have thought of other things I would like to accent, like medical conditions or the degree of relatedness to me, but that would require resetting each accent - one by one. FTST allows you to name and save any number of these color schemes and switch between them with a click on a drop down box. You may also set them up based on a drop-down box of possible conditions - like place of birth = Tennessee.

FTST also includes an updated version of TMG's Visual Chartform. I must say it has really been simplified. You can create large wall charts (ancestor, descendant, hourglass, or fan chart), modify them on screen and either print yourself (taping together the pages) or email for printing on a large format printer. They will print and ship rolled up in

a tube. Their quality is high and prices are very reasonable.

FTST is a true 32 bit program which allows an incredible amount of customization. Some of the fun has been deciding just how I want my desktop to look. You may design and save several workspaces, loading the perfect one for the quest at hand. Bryan Wetton has been posting screen shots contributed from various users at: <http://150.101.237.154/FTST.htm>. Sample layouts are also featured in Chapter 12 of the guided tour <http://www.whollygenes.com/ftsttour/chapter12.htm>.

FTST includes a facility to search one to five web sites for selected people and their name variations. A separate browser window will open for each name and web site combination. Of course, you must be connected to the Internet to do this. Oddly, it opens Internet Explorer rather than my designated browser, Netscape, so those of you who have uninstalled Microsoft's browser may experience some problems here.

Other features include multimedia slideshows, ability to view your family in context of timelines, an automatic relationship calculator, and some really nifty filtering and search tools. Wholly Genes is constructing a tour to demonstrate the various features. Thirteen chapters have been posted so far at <http://www.whollygenes.com/ftsttour.htm>.

FTST requires at least a Pentium 166 with 64MB RAM, running under Windows 95 or better. The price is a very reasonable \$17.95 (for download) or an additional \$2 for a CD.

FTST does not allow you to edit your data. That must be done in the original source program and refreshed into FTST. TMG's next version will be a combination of TMG and FTST. I can't wait!

Full press release <http://www.whollygenes.com/html/proct2001.htm>.

Dick Eastman's review <http://www.ancestry.com/library/view/columns/eastman/4811.asp>.

Mail List: <http://lists.rootsweb.com/index/other/Software/FTST.html>.

Bygones Version 9d

The newest version of Bygones has been released. You may read about the new features at <http://home.utah-inter.net/bygones/upgrade.htm>. A short list of the new features include: Html output, form letters, an index and thumbnail report for pictures, and more.

President's Letter



Tools to Produce Your 2001 Christmas Family History CD

Our goal for this Christmas is to produce a Family History Christmas CD that can be played on a DVD player and on a computer using a regular CD-ROM player. The year is 2001 and it is possible to do this project now without emptying out your bank account. I'm not talking about producing a 4.7Gig DVD CD, at least not this time. I'm talking about producing a CD that will have full motion video (MPEG 2) and photos that can be played on your PC's Windows Media Player 7.0 (which is available as a free download) and your TV's DVD player.

The first step is a product called Personal Cinema from NVIDIA. It allows users to watch, record, control live TV, enjoy DVD playback and use the PC to create personal home movies. The advanced video editing software suite allows you to create special effects, add captions, or overlay audio or music for the ultimate in home movies. NVIDIA uses MGI's VideoWave 4.0SE software. Even at the time of this writing, I discovered that VideoWave has a 5.0 version available with more features. NVIDIA based graphic board has a video-in/video-out module, a high quality TV tuner and a breakout box which connect to your PC via a single nine pin cable. Depending on your PC's video card, the estimated cost is from \$150 to \$400 depending on options. Personal Cinema is made available this fall from VisionTek and Compro Technology.

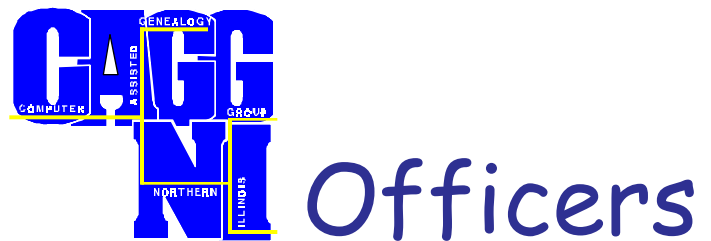
We have also been waiting for a scanner which is affordable and can scan slides, photos, file strips, transparencies, graphics and text. That scanner is here today and it's called the Epson Perfection 2450 Photo. It delivers 2400 x 4800 dpi resolution, true 48-bit color, lightning-fast USB 2.0 and FireWire (IEEE 1394) connectivity and a built-in 4" x 9" transparency unit. This unit is priced at \$399.

Remember if you are going to make enlargement of your photographs, scanning the negatives will give you better quality than scanning the prints. A recent article from ACD System's Stephen Canning mentions that prints contain less detail than negatives. The maxi-

mum detail you can get out of scanning a print is usually about 300dpi. Scanning it at a higher resolution will not greatly enhance the detail captured. Negatives on the other hand can be scanned at over 3000dpi and are meant to be enlarged. A high-resolution (3000dpi) negative enlarged to 8" x 12" will have a resolution of over 360 dpi, producing great quality. A 300 dpi 4" x 6" print enlarged to the same size will only have a resolution of 150 dpi, producing medium quality.

For more information on these products try keying Personal Cinema or Epson 2450 into Google.com.

Ed Rosenthal



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Ancestral File Operation Unit BBS	(801) 240-3909
Salt Lake Distribution Center	(800) 537-5950
Family History Software Support	(800) 346-6044
	fhdfhsup@ldschurch.org

Proposed Slate of Officers

The Nominating Committee Recommends
the Following Slate of Officers:

President Beverly Levine Smallwood

Vice Pres./Program Chair Patricia Weisshaus

Financial/Membership Chair Henry (Chip) Douglas

Newsletter Editor Jim Cottrell

Promotions/Publicity Chair Open

- * Informs publications by regular and e-mail
- * Sends brochures to libraries and local workshops
- * Creates and sends certificate for free membership door prize to workshops with accompanying newsletter and postcard

Secretary Open

- * Corresponds as necessary for CAGG-NI
- * Creates newspaper column of meeting notes



Other Group Events

Compiled by Beverly Levine Smallwood

17 Nov 2001 - 10AM-12PM

Peggy Gleich will talk about

Reminiscing & Writing

BIGWILL

<http://www.rootsweb.com/~wiilbig/meet.htm>

Grace Lutheran Church

6000 Broadway St., Richmond, Illinois

18 Nov 2001 - 2 PM

**How to Publish Your Family History using
Family Tree Maker**

by Mike Karsen, JGSI & CAGNI member

Jewish Genealogical Society of Illinois

<http://www.jewishgen.org/jgsi/>

Niles Public Library - (312) 666-0100

19 Nov 2001 - 7PM

Finding Ancestors in Great Britain

by Paul Milner

Zion Genealogical Society

<http://nsl.nslsilus.org/wkhome/zion/index.html>

Beach Park Village Hall

11270 Wadsworth Rd, Beach Park

21 Nov 2001 - 7:30PM

Researching Your Swedish Ancestry

Marilynn Jeglum

DuPage County Genealogical Society

<http://www.dcgs.org/>

McCormick Room (downstairs)

in the Wheaton Public Library

28 Nov 2001 - 7 PM

Digital Imaging Video Presentation

by Karen Lewis

Naperville FHC phone (630) 505-0233

1320 Ridgeland Road

(Ridgeland and Naper Boulevard)

13 Dec 2001 - 7PM

Holiday Happening

**Featuring the MCI GS version of
"Who Wants to be a Genealogist?"**

McHenry County Genealogical Society

<http://www.mcigs.org/>

Woodstock Public Library

414 Judd Street, Woodstock, IL

12 JAN 2001 - ALL DAY

Dr. George K Schweitzer

Civil War Genealogy,

Illinois Genealogical Research,

**& Tracing Ancestors back across
the Atlantic to Europe.**

Free to the Public - co-sponsored by

Arlington Heights Memorial Library &

Northwest Suburban Council of Genealogists.

Registration begins December 1st

(847) 392-0100.

25-26 JAN 2002 - BOSTON, MASSACHUSETTS

GENTECH 2002

The Conference for

Genealogy and Technology,

Family History at the Speed of Light

<http://www.gentech.org/>

02 MAR 2002 - 9AM-3:45PM

DuPage County Genealogical Society

27th Annual Conference

<http://www.dcgs.org/wrkshp02.html>

Four lecture periods with a choice of three
speakers each period and a sit down lunch are
include in your fee.

You may register online (using PayPal) or by mail.

Our own Larry Olson

will be giving his SSDI lecture!

October Puzzler

How can you track the changes you make to a document in a word processing package? The solution given will be for Microsoft's Word® however the same concept will be available in any full service word processing package.

October Puzzler Answer

Due to the nature of creating a document which may require many revisions, word processing software provides a feature which will compare documents and "highlight" differences between the two (or more) versions. For Microsoft's Word, the feature is in the Tools dropdown menu and is called Revisions. There are many different ways to use this feature. You can see the changes you make as you edit the document as well as a vertical line appearing in the margin indicating that a change is in this line. A comparison can be made between different versions and the revisions can be either displayed on the screen or printed in the document or both. To test this out, take a document file, save it as a different name. Then change the newly saved file by deleting a whole section. Now compare the two versions using Tools, Revisions and you will see what a great tool it is. If you are going to make a major revision to a document and are unsure of your end result, you can use this technique of using a new copy of your document and later comparing what changes you made.

November Puzzler

How do you insert the Trademark and Copyright symbols into a document?

Family Story Question of the Month

Do you have a good way to store negatives and photos?

Tag Line

Computer software writers are considering changing the command "Press Any Key" to "Press Return Key" because of the flood of inquiries asking where the "Any" key is.

October Meeting Notes

Trust Your Research to Bygones

by Anne Jacobs

Last month's topic was very ably written up in last month's newsletter by **Beverly Smallwood** as she included the meeting handout in the newsletter. The presentation, equally well presented by **Beverly**, covered a newer electronic note-taking software which has become the chosen software of a number of our members. It is based on File Maker Pro, a database management/creation software, which many corporations use. To review ByGones, please refer to last month's newsletter.

Refreshments were supplied by **Gloria Frederickson** with **Linda Bower** organizing the treats. Some attendees, as usually happens, continued ideas and discussions at a Dominick's lunch (the grocery store next to the library) after the meeting.

Family History Centers

Naperville FHC News

(DuPage, Kane Counties)

1320 Ridgeland Road

Ridgeland and Naper Boulevard

1-630-505-0233

Hours: Tues. - Thurs. 9:00am-9:00pm

Fri. - Sat. 9:00am-4:00pm

Closed Sunday, Monday

There is a new staff member fluent in French who covers the 2nd and 4th Wednesday from 11:00 A.M. - 2.00 P. M. timeframe. She will assist any patron who is needs help reading French records. And her name is what else, France.

The scheduled closings for 2001 Holidays are as follows:

Closed at 4:00 P.M. on 21 November 2001

Reopening at 23 November 2001.

Early 4:00 P.M. closing on 19 December 2001

Reopening Wednesday, 26 December 2001.

Closed Tuesday, 1 January 2002.

What's The Buzz ?



compiled by Anne Jacobs

CAGG-NI's newsletter contains links to Internet sites and is not responsible for the content located on or through, any such third-party sites. You should always take care when downloading and using software from the Internet.

{Editor's Note: The first number of e-mails are from a list called DummiesDaily. To subscribe to Dummies Daily and get free, daily tips by e-mail, <http://www.dummiesdaily.com>

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Welcome to the Mailing List

When you first subscribe to a mailing list, you generally receive a welcome message via e-mail. Keep this message! You may want to keep a file of these messages because they tell you what type of server is being used and, most importantly, how to unsubscribe.

Removing Unwanted E-Mail

The most important thing you can do to respond to unwanted e-mail is not reply. Even if an e-mail tells you that you can reply and be taken off the mailing list, don't answer. If the spammer is particularly unscrupulous, that may just be his or her way of verifying that the address is "live," in which case he or she may sell your address to yet another spammer, compounding the problem. In other words, trying to get removed from a junk e-mailer's list may simply lead to more junk e-mail.

Browser Versus Search Engine

A browser is the software program that lets your computer show you pages on the World Wide Web. A search engine (or directory or index) helps you find pages (on the Web) about specific topics of interest to you. Netscape and Internet Explorer are browsers, programs that you install on your own computer. AltaVista, Yahoo!, Lycos, Excite, and a host of other search engines are Web sites that can help you find stuff on the Web.

Think of the browser as the telephone, and the search engine as the phone book, or maybe the directory assistance operator.

Index Versus Directory

Think of a directory as a listing like an encyclopedia or a library's card catalog. It has named categories with entries assigned to categories partly or entirely by human catalogers. You look things up by finding a category you want and seeing what it contains.

An index, on the other hand, simply collects all the items, extracts keywords from them, and makes a big list. You search the index by specifying some words that seem likely, and it finds all the entries that contain that word.

Each has its advantages and disadvantages. Directories are organized better, but indexes are larger. Directories use consistent terminology, while indexes use whatever terms the underlying Web pages used. Directories contain fewer useless pages, but indexes are updated more frequently.

Highlighting Your Austins

Some folks using the new Austin-Austen Research Center (AARC) at <http://www.aoags.org/ResearchCenter> have asked why the "highlighting" of their search term "hits" is so ugly, i.e., dark and rather difficult to read.

This is a "feature" (or "problem," depending on your viewpoint) of the Adobe Acrobat Reader which does the actual highlighting within the PDF files. Instead of giving Users direct choice of the highlighting color, the Acrobat Reader uses the Windows highlighting color.

With 5 easy steps you can have beautiful yellow-background highlighting:

- (1) Right-mouse-click on your desktop, then select "Properties".
- (2) In the Properties window, select the "Appearance" tab.
- (3) In the "Item:" box pick "Selected Items"
- (4) Change the color to Yellow (via the down-arrow selector)
- (5) Change the Font color to Black (if it is not already black).

This will produce greatly-improved highlighting of your Austin search hits, and give a pleasant face-lift to all of your Windows highlighting.

Have fun researching your Austins or Austens at the AARC!

... Mike Austin

Turning Off Word's Adaptive Menus

From: EMAZING <office-text@rtn.emazing.com>

EMAZING.com Proudly Presents Office 2000 Tip of the Day <http://www.emazing.com/office.jsp>

Word 2000 uses menus that display only a few basic commands. After a pause, Word will finally display all the commands. If you don't like this feature—and most people don't—here's how to turn it off.

Choose Tools/Customize. When the Customize dialog box opens, click the Options tab. Now, deselect the check box labeled 'Menus show recently used commands first' and then click Close to dismiss the dialog box.

- Sue Whitehouse

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