



ARTICLE

# Increasing jump lists

by Chris Taylor

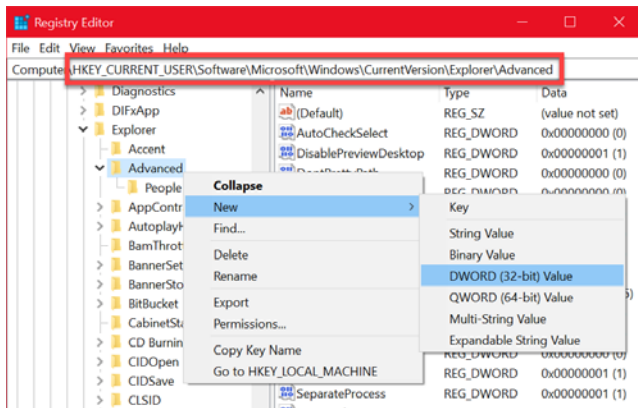
In a previous article, *Fixing jump lists* (see [March newsletter](#)), I mentioned how I am a big fan of jump lists. For those unfamiliar with jump lists, they provide very quick access to recent documents by right-clicking on a program icon in the Start menu or on the taskbar. The program must be designed to support jump lists, so if you right-click a program icon and it does not show any of your recent documents, complain to the vendor!

One frustration I have is that jump lists are limited to a maximum of 10 items. I don't know about you, but I work on more than 10 documents per program and I want quick access to *all* of them. Okay, maybe not all, but certainly more than 10.

In Windows 10, Microsoft has taken away Windows 7's easy Control Panel means of increasing the number of items that can be on jump lists. What possible reason could there be to remove this functionality?!?! Fortunately, you can make a registry change to accomplish this.

First, make sure you have jump lists enabled. In *Settings* | *Personalization* | *Start*, make sure *Show recently opened items in Jump Lists...* is turned on.

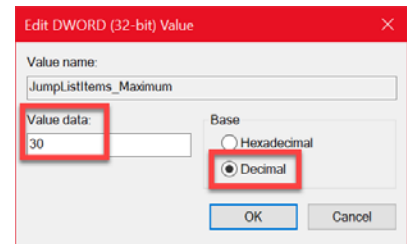
Click the Start button. Type in **regedit** and hit enter. In the left panel, drill down to the location shown in the red box in the screenshot here. Right-click on *Advanced* and choose *New, DWORD (32-bit) Value*



*New Value #1* will appear in the right panel, highlighted so you can rename it simply by typing. Type in the new name **JumpListItems\_Maximum** and press Enter. If you accidentally hit some other key, leaving it as *New Value #1*, right-click it and choose *Rename*.

Double-click *JumpListItems\_Maximum*, click on *Decimal* in the *Base* section, and change the *Value data*: to the number of items you want jump lists to hold. The

number you choose may be dictated by the resolution of your screen or the text scaling value you use. I have a pretty high-resolution screen, so I went with 30.



Click the OK button and quit the registry editor. The change takes effect immediately.

While I am ranting about the things Microsoft takes away from us, let me add another from my long list; the ability to reorder items on jump lists. In Windows 7, you could just drag and drop jump list items to order them any

*(Continued on page 8)*

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## Next Meeting

Wednesday, April 8th

**NOTE:** Due to COVID-19, the April meeting will be a **video-conference** through Zoom. [See details on page 3.](#)

**Meeting Topic:** Members' Favourites

**Speaker:** Alan German  
Duplication and Verification

Do you have duplicate files in multiple folders, all taking valuable space on your hard disk or on external flash drives? Have you made backups of disk content to CD's or USB drives but aren't sure if you really do have true copies? In this presentation we will take a look at some free software packages that can quickly identify duplicate files, especially digital photos, and easily verify that a multi-file, multi-folder copy is exactly the same as the original.

**Speaker:** Lawrence Patterson  
Scams, what has changed?

You'd think with everything else happening the baddies would take a break. Actually, the opposite has happened, and we'll quickly explore what new scams have come our way, the organizations behind them and how we can continue to work together to protect ourselves.

**Speaker:** Bob Walker  
Basics of Online Shopping  
With the Covid-19 virus keeping many of us out of the stores, this is a quick review of the basics of shopping online.

After the three Members' Favourites presentations, there will be a Q&A session. While there is a chat window that can be used to pose/answer questions, all are encouraged to email any questions you have for Q&A ahead of the meeting to: [info@opcug.ca](mailto:info@opcug.ca).

## Coming Up...

**May 13**

**Topic:** Chromebook, is this the future?  
**Speaker:** Lawrence Patterson

Why are Chromebooks the darling of Education providers? What's the allure of buying an "Internet Computer" that can't hold a candle to either a MAC or Windows computer and how is it that it is severely put down by professionals? Lawrence will discuss the history of Chromebooks and what was Google's original sales pitch versus the sales growth and excitement it generates currently.

Though a Windows person from the get go, Lawrence will explain why he keeps his Windows convertible shelved, traded his Android tablet for a Chromebook convertible and how he uses the system to provide a reliable data entry device that is enjoyable to use.

In addition, we'll explore what options / models there are, how they compare to the Windows equivalents, Google's very public support policy, and what a Chromebook can't do, no matter how hard you try (though, who knows, the impossible may be possible).

**June 10**

**6pm:** Annual Pizza Night (free for members and guests)

**7:30pm:** Presentation (TBA)

For meeting updates and additional details, visit:  
<https://opcug.ca/#upcoming>.

### March Prize Winners

The winner of door prize #1 - an ergonomic Vertical Mouse - was **Gail Eagen**.

Door Prize # 2 - a "grab bag" containing a Surge Protector and an SD Card Wallet - was won by **Mike Periera**.

## 2020 CALENDAR

Meetings	Date	Time and Venue
OPCUG General Meeting	Wednesday, April 8 <sup>th</sup>	7:30 p.m. by video conference through Zoom. <a href="#">See details on page 3.</a>
Q&A Session	Wednesday, April 8 <sup>th</sup>	Immediately following the OPCUG General Meeting. (approx. 9 pm)
Beer BOF (Wing SIG East)	Wednesday, April 8 <sup>th</sup>	10:00 p.m. (after the Q&A) at <b>Moose McGuire's</b> , 3320 McCarthy Rd. <b>Map:</b> <a href="https://goo.gl/maps/zAtCx9ZcxRVPtSY68">https://goo.gl/maps/zAtCx9ZcxRVPtSY68</a>

# VIDEO CONFERENCE MEETING, APRIL 8th

## Wednesday, April 8th General Meeting

**Topic:** Members' Favourites

**NOTE:** The April 8th meeting will be a **video-conference** through Zoom due to COVID-19. Details of the meeting topic are on [page 2](#).

**The Zoom video-conference session will open up at April 8<sup>th</sup> at 7:15pm. The meeting will begin at 7:30.**

You can test your hardware in advance of the meeting to make sure it works with Zoom at <https://zoom.us/test>

### To connect to the meeting on April 8<sup>th</sup>

If you are prompted at any time for a "Meeting ID", it will be **286 080 161**

After 7:15pm on April 8<sup>th</sup>, browse (Google Chrome recommended) to: <https://tinyurl.com/opcug-apr2020>

- You will be prompted to download and install the Windows client software or to launch it if it is already installed. Follow the prompts.
- If you would rather join using just a web browser, click "download here" as shown below

A download should start automatically in a few seconds.

If not, [download here](#).

- Then, when the following prompt appears, click "join from your browser" as shown below.

A download should start automatically in a few seconds.

If not, [download here](#).

If you cannot download or run the application, [join from your browser](#).

- If you need help using the Zoom Windows client software, see: <https://support.zoom.us/hc/en-us/articles/360022265471-How-to-Use-Zoom-s-Desktop-App-v-4-3->
- If you need help using the web client, see <https://support.zoom.us/hc/en-us/articles/214629443-Zoom-Web-Client>

To connect by phone, you can use Zoom Dial in (note: this can be used as well as viewing on your web browser)

- 877 369 0926 Toll-free
- 877 853 5247 Toll-free
- +1 647 558 0588 Canada (note: this is NOT a toll-free number)
- Meeting ID: **286 080 161**



PowerPoint "Slide Master" Part 2 (What can we do with this power?)  
By Lawrence Patterson [lawrence@opcug.ca](mailto:lawrence@opcug.ca)

Now that we've opened your eyes to the existence of PowerPoint's "Slide Master" function and that it has a significant purpose in having your presentation "wow" your audience (remember KISS), let's review the functionality available with next month's presentation dealing with the *How*.

Below is a top 7 overview from Maurizio La Cava's "SLIDE MASTER POWERPOINT: THE COMPLETE GUIDE TO MAKE THE BEST USE OF IT" (<https://mauriziolacava.com/lean-presentation-design-blog/presentation-design-technique/slide-master-powerpoint/>). I found it to be the right amount of detail / advice on how to best utilize the "Slide Master".

1. Using the "Slide Master" can save hours of work in the setup / application of your presentation's layout (Maurizio also notes, that, misunderstood, it can easily increase frustration);
2. Assigning a background across all or specific slides will allow you to select foreground elements with ease;
3. Using placeholders (Text, Picture, Table, etc.) sets the consistency for a perfect presentation;
4. Selecting the right Colour Combination to your themes ahead of time minimizes adjustments after the fact;
5. Assigning the appropriate Font combination to your Theme(s) will keep the presentation readable;
6. Setting up Editable Placeholders allows you to concentrate on content versus trying to adjust your spacing;
7. Applying Colour, Font and Editable Placeholders into Themes can be applied to the entire presentation or grouped amongst various slides.

Take Care.





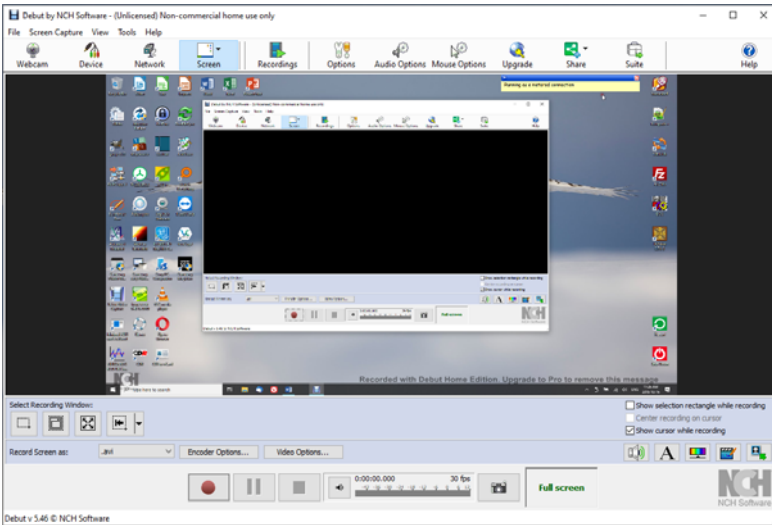
## Creating a Simple Video Tutorial by Alan German

I have a friend who, each time she returns from a trip, has difficulty downloading the digital photographs from her camera to her PC. In the past, we have tried sitting down at the computer and slowly going through the process, and have also used TeamViewer to repeat this exercise remotely. Unfortunately, this one-off approach didn't seem to stick. I then tried writing out a series of step-by-step instructions but, apparently, my friend got lost around Step 3! Clearly, another technique was required.

And then I thought of YouTube University. That's my usual go-to source for how-to information. Now, there may well be appropriate video tutorials on YouTube that would solve the file transfer between devices issue, but I thought that making a custom video couldn't be too difficult.

In fact, this idea gave me the opportunity to try a category of software – desktop video capture - that had interested me for some time but for which I previously had no real application.

Looking for some free software that would let me experiment led me to Debut Screen Recorder Software, a free version of the package made available for non-commercial use by its developer, NCH Software.



Running the program is initially a little disconcerting since it runs on the desktop and displays the desktop with itself running on the desktop! However, the program's basic operation is very simple since it is controlled by VCR-type record, pause, and stop recording buttons.

So, just press the big red record button. A pop-up window notifies you to press Ctrl-F10 to stop the recording. Press the "Start Recording" button in the pop-up dialogue box, perform the series of actions required to copy photographs from a camera to a folder on the computer's hard drive, and then press Ctrl-F10. The video is automatically saved and can be viewed by pressing the "Recordings" icon.

It is probably useful to set a few options prior to making a video tutorial. For example, you probably want the mouse movements to be visible in the recording so make sure that the "Show cursor while recording" button is checked (or navigate to Mouse Options – Record). Similarly, you may wish to provide a verbal commentary on the on-screen actions so make sure that an appropriate microphone is selected through the Audio Options – Audio menu item.

The software has many more optional settings, but these are left for you to discover!

### Bottom Line:

Debut Screen Recorder Software (Freeware)  
NCH Software  
<https://www.nchsoftware.com/capture/>

## New Website Now Live!

Our new website is complete and was launched on March 9th. Our URL remains the same (<https://opcug.ca>). If you have bookmarked a specific page on our old site (e.g. the MEETINGS page), you will be redirected to Home page on our new site, but we advise you to bookmark the main URL.

The new site was designed by **Rebel.com**. The design is clutter free with links to everything you need. Primary links are in the header and secondary links are at the bottom. All scheduled meetings are conveniently displayed on Home page under Upcoming Events with links to individual meeting details. You can share a meeting using the Facebook and Twitter icons specific to each meeting. A nice feature is the ability to add a meeting to your Google Calendar or Apple iCal.

Our old website will live on in a reduced capacity with the occasional link taking you there (I have placed warnings where I could). Our old site has hundreds of pages, mostly Product Reviews and many years (pages) of newsletters, and these will not be reformatted to the new look. Product reviews will now be in PDF format versus each review occupying an entire web page. This will greatly reduce the number of pages on our new site, so instead of numerous web pages, there will now be numerous (and more manageable) files. There were some early issues linking to our old site. Most of these have been resolved. We are still working on removing outdated content from the old site and merging pages with duplicate content. This will take some time, but for the most part, the new and old sites are working well in tandem.

Have a look at the new site. We will be looking for feedback in the coming months!

*Brigitte Lord*  
*OPCUG Webmaster*

## THROUGH THE LENS

*A guide to digital photography for computer enthusiasts. After the click of your camera, you're only half done!*

### Rainy Day Photos

by Lynda Buske

**N**ow that spring has arrived, we will no doubt experience plenty of rainy days. Many of us pray for fair weather when travelling or hosting outdoor events with friends and family. Certainly, it puts everyone in a better mood but shooting into the sun has people backlit and having the sun behind has people squinting. Finding a shady spot, in an attractive setting, with even light is not always easy. Overcast skies or light rain can be a photographer's dream. This is primarily because the light is so even but as well, it gives you infinite options for positioning people or choosing multiple viewpoints for a landscape.

For general nature photography, I love a rainy day. It brings out the colours of vegetation and birds don't look like silhouettes when I get them back onto my computer. You don't have to worry about shadows or high contrast and you can shoot from any angle. For the effect of silky water (see below), you need a long exposure time, something that is easier to accomplish on a cloudy or rainy day. In Iceland, we encountered many sunny days with lots of reflected light from the massive waterfalls. It was pleasant for walking but I had little success achieving long exposures, even with the smallest aperture of my DSLR and a 4-stop neutral density filter! I would have preferred a sunless day.

Rain also gives you larger drops on plants or spider webs than dew does and it lasts longer before evaporating. With a fast shutter speed, you can even capture the raindrops as they fall. Keep your eye open for opportunities that arise after rainfall like reflections of famous buildings or statues in nearby puddles. Get a shot none of your fair-weather friends has!

A very light rain should not damage your camera, although it is smart to carry a microfiber cloth in your camera bag plus a lens cloth (or two) to wipe your lens. I also use those free hotel shower caps to cover my lens. If it starts to rain heavily, I tuck my camera into my bag or under my coat after every shot.

So bring on the April showers...I'll be ready!



Lynda regularly gives presentations for the OPCUG at the **Ottawa Public Library** (<https://opcug.ca/opl-presentations/>).  
This article is also in PDF format on the OPCUG website (<https://opcug.ca/digital-photography/>).

# OPCUG Free Software Guide—Part 97 Compiled by Alan German

**T**his guide features an annotated list of free computer programs. The software mentioned has not been reviewed (except where noted) nor have any tests necessarily been conducted. Consequently, no guarantees are provided that the individual programs will perform as described. Rather the list of available software is provided for the information of our members who may find one or more of the programs useful.

## 5KPlayer

This modern utility includes an HD video player, music player, media streamer and online downloader. It supports 4K/1080p/ 360-degree HD videos, DVD's and radio. It will play MP3, AAC, APE, and FLAC audio files; wirelessly stream audio and video via AirPlay and DLNA. And, it will download on-line videos from sources such as YouTube, Dailymotion, and Vimeo.

Current Release: Version 6.1

Web Site: <https://www.5kplayer.com>



## Vectr

Create vector graphics easily and intuitively. Vectr is a simple yet powerful cross-platform tool to bring your designs to reality. Run the program on the web or download it to your computer. Unlike raster graphics, vector graphics are always crisp and clean. Create blur-free logos, presentations, cards, brochures, website mock-ups, or any 2-D graphic.

Web Site: <https://vectr.com>

## Jotti

This on-line malware scan is a free service that lets you scan suspicious files with several anti-virus programs. You can submit up to five files at the same time, with a 250 MB limit per file. All files are shared with the anti-virus companies so the detection accuracy of their products can be improved.

Web Site: <https://virusscan.jotti.org/en>

## GasBuddy

Save money at the pump using your smartphone. Select your location, and the grade of fuel you require. GasBuddy will show you the ten cheapest gas stations in the area and their (crowd-sourced) prices.

Web Site: <https://www.gasbuddy.com>



## AndreaMosaic

Create unique digital art with this software. Use AndreaMosaic to develop stunning photographic mosaics – images composed of many tiled photos – from your own pictures.

Current Release: Version 3.39

Web Site: <http://www.andreaplanet.com/andreamosaic/>



## ManyMe

Need a Disposable Email Address (DEA)? Don't share your email address; share your ManyMe. This free on-line service makes it easy to use substitute email identities to protect your privacy and gain unmatched control of your inbox. Share ManyMe addresses with third parties, and save your personal email address for family and friends.

Web Site: <https://manyme.com>

## Cathy

An extremely small, very fast, and easy to use media cataloguing tool. Use it to index files stored on removable media (CD/DVD/ USB), hard disks or net drives. Search on file name, date and size. Filter duplicate files. Copy directory trees to the clipboard for further processing or printing.

Current Release: Version 2.33

Web Site: <http://rva.mtg.sk>

## World of Warships

Immerse yourself in the world of epic naval warfare with this free-to-play, on-line game. Command legendary warships from the early 20th century. Start by playing cooperative battles against bots before moving on to "real" warfare!

Web Site: <https://worldofwarships.com>





# OTTAWA PC NEWS

**Ottawa PC News** is the newsletter of the Ottawa PC Users' Group (OPCUG), and is published monthly except in July and August. The opinions expressed in this newsletter may not necessarily represent the views of the club or its members.

Member participation is encouraged. If you would like to contribute an article to Ottawa PC News, please submit it to the newsletter editor (contact info below). Deadline for submissions is three Sundays before the next General Meeting.

## Group Meetings

OPCUG meets on the second Wednesday in the month, except July and August, at the Riverside United Church, 3191 Riverside Drive, Ottawa. Parking is free at the church. OCTranspo bus #90 stops nearby. Details at <https://opcug.ca/venue/>.

Meetings are 7:30–9:00 p.m. followed by a Q&A Session until 10 p.m.

**OPCUG Membership Fees:** \$20 per year  
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**Follow us on Twitter:** <https://www.twitter.com/opcug>

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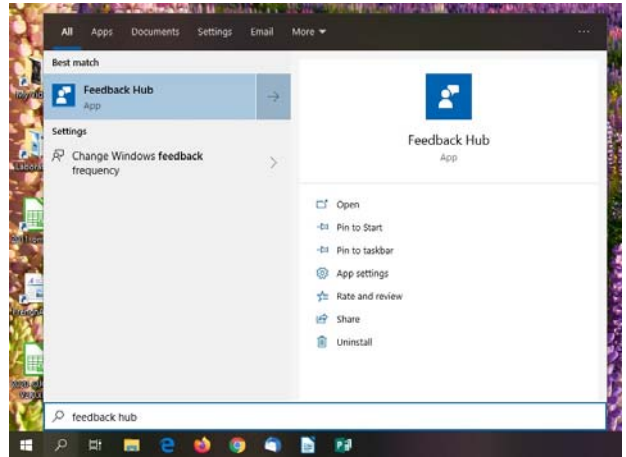
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## Jump Lists *(Continued from page 1)*

way you want. Not so in Windows 10. I would encourage anyone who would like this functionality returned to run the Feedback Hub app in Windows 10 (*see editor's note below*) and search for *jump lists*. Find all the many suggestions others have posted requesting this and upvote them all. Don't start a new suggestion. Upvoting existing suggestions will have a bigger impact.

*Editor's note: click on the magnifying glass in the Windows task bar and type **feedback hub**.*



## Reduce, Reuse, Recycle

**B**ring your old computer books, software, hardware, and paraphernalia you want to GIVE AWAY to the General Meetings, and leave them at the table near the auditorium's entrance. Please limit magazines to publication dates under two years.

You may take away any items of use to you.

**Any items left over at the end of the meeting have to be taken back home by those who brought them in.**

