



Alan German & Chris Taylor
Ottawa PC Users' Group

February 25, 2026

Follow Up

Income Tax Software

- StudioTax – The certified version (allows autofill and netfile) are now be available
<https://www.studiotax.com/home.html>
- I use genu on Windows 10
(<https://www.genutax.ca>)



Follow Up



What did you do the last time upgrading your phone?

- My recent upgrade was done at the Bell store. They moved just about everything from the old phone.
- I backup to Google, then tell the new phone to reload
- Each phone manufacturer may provide it's own proprietary transfer process. Always take a backup first.
- Move any microSD you use before starting new phone
- I sold my old phone to goRECELL
<https://gorecell.ca/>
- I can use my old phone as a tablet



Follow Up

Third-Party PST Readers



Accessing PST Files

- I have many Outlook Classic .pst files that I like to search to read/print selected emails
- I no longer have the Outlook Classic program

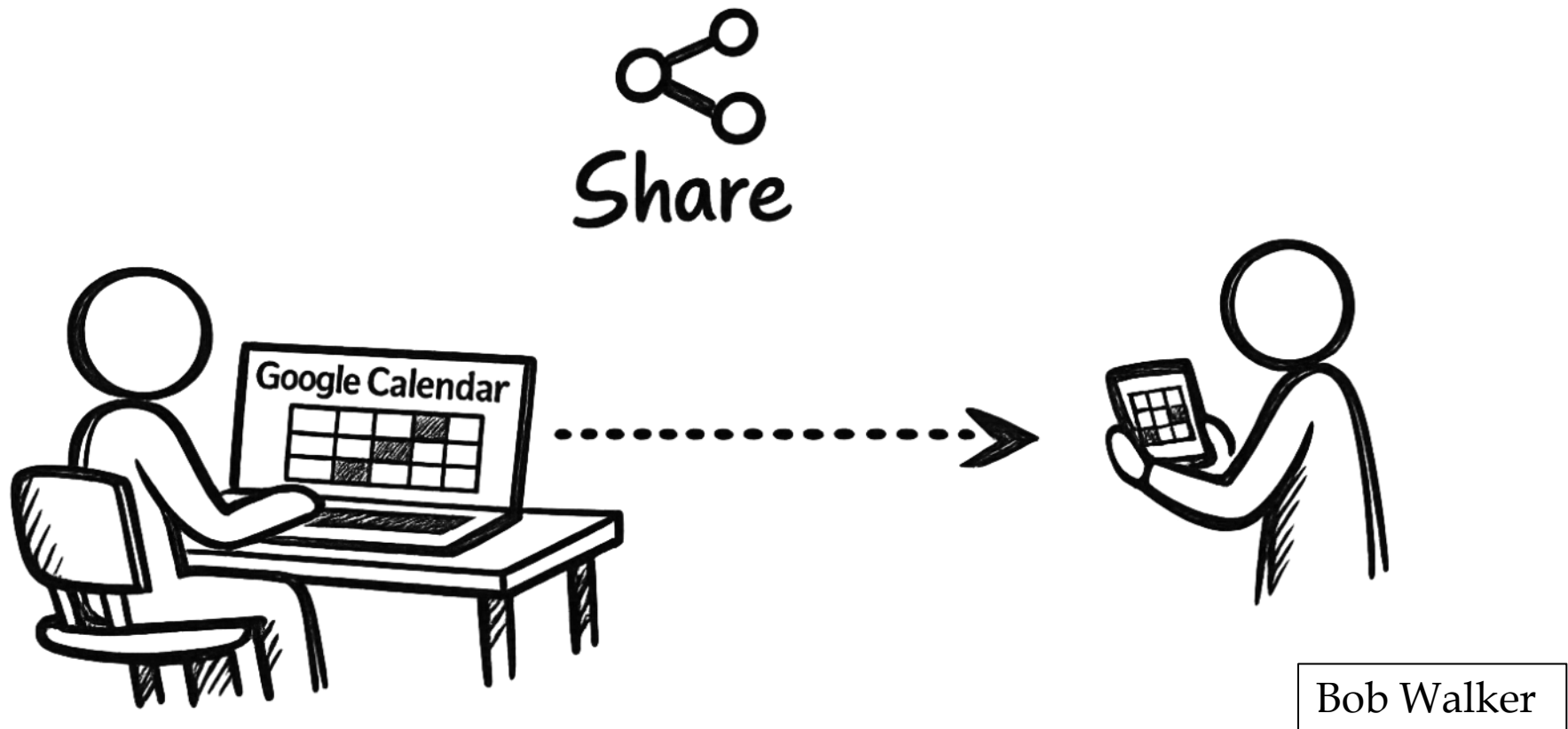


- Kernel Outlook PST Viewer
<https://www.nucleustechnologies.com/pst-viewer.html>
- MailStore Home can read .pst files and is free
<https://www.mailstore.com/en/products/mailstore-home/>



Can I share my Google Calendar?

- How can I share my Google calendar so that another authorized person can look at it and make additions to it?





Its all in the settings

Calendar

Today < > February 2026

Week

Upgrade

SUN 8 MON 9 TUE 10 WED 11 THU 12 FRI 13 SAT 14

GMT-05

OPCUG Anno

Black bin, gre

Vote on snow s 10 - 11am

Ottawa Mens Shed - AI 40 10am - 12:45pm Heron community centre 1480 Heron Road

APCUG Wednesday workshop Me Fun with fonts 12 - 3pm https://us02we b.zoom.us/j/89 409550125? pwd=bi6OS9Q

CPOPC arr 9:30 9:30am - 12pm https://zoom.u s/j/943225806 07? pwd=984faVq2 rR4ker39PCH

Valentine's D.

OPL Greenboro AI 14 6 - 8pm

OPL Alta Vista How to buy a PC 10 6 - 8pm

APCUG 72 (61 for AGM) 7:30 - 10pm

APCUG Twin Cities PC 8 - 9:30pm

My calendars

Options for Chris Taylor

Chris Taylor

Birthdays

Tasks

Other calendars

3 Thatcher St, Ottawa

Holidays in Canada

Display this only

Settings and sharing

Choose

- Settings and sharing



Its all in the settings

Google Calendar - Calendar settings for Chris Taylor

Settings

Upgrade

General

Shared with

Chris Taylor (Owner)

+ Add people and groups

Learn more about [sharing your calendar with someone](#)

Access permissions for events

Make available to public

Get shareable link

Learn more about [sharing your calendar](#)

Event notifications

Receive notifications for events on this calendar.

Settings for my calendars

Chris Taylor

Calendar settings

Shared with

Access permissions for events

Event notifications

All-day event notifications

Other notifications

Integrate calendar

Delete calendar

Birthdays

Settings for other calendars

3 Thatcher St. Ottawa

In **Settings for my calendars**

- click **Shared with**

Click

- **Add people and groups**

Enter Gmail address to share with

Share with specific people

Joe.User@gmail.com

joe.user@gmail.com
joe.user@gmail.com

Share with specific people

joe.user@gmail.com X

Add email or name

Permission

See all event details

See only free/busy (hide details)

See all event details

Make changes to events

Make changes and manage sharing

Set permission to grant

- and click **Send** button

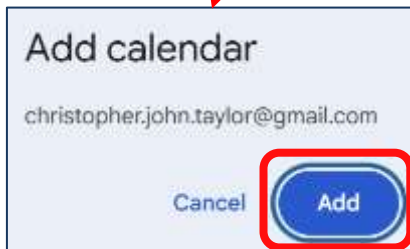


Accessing a shared calendar



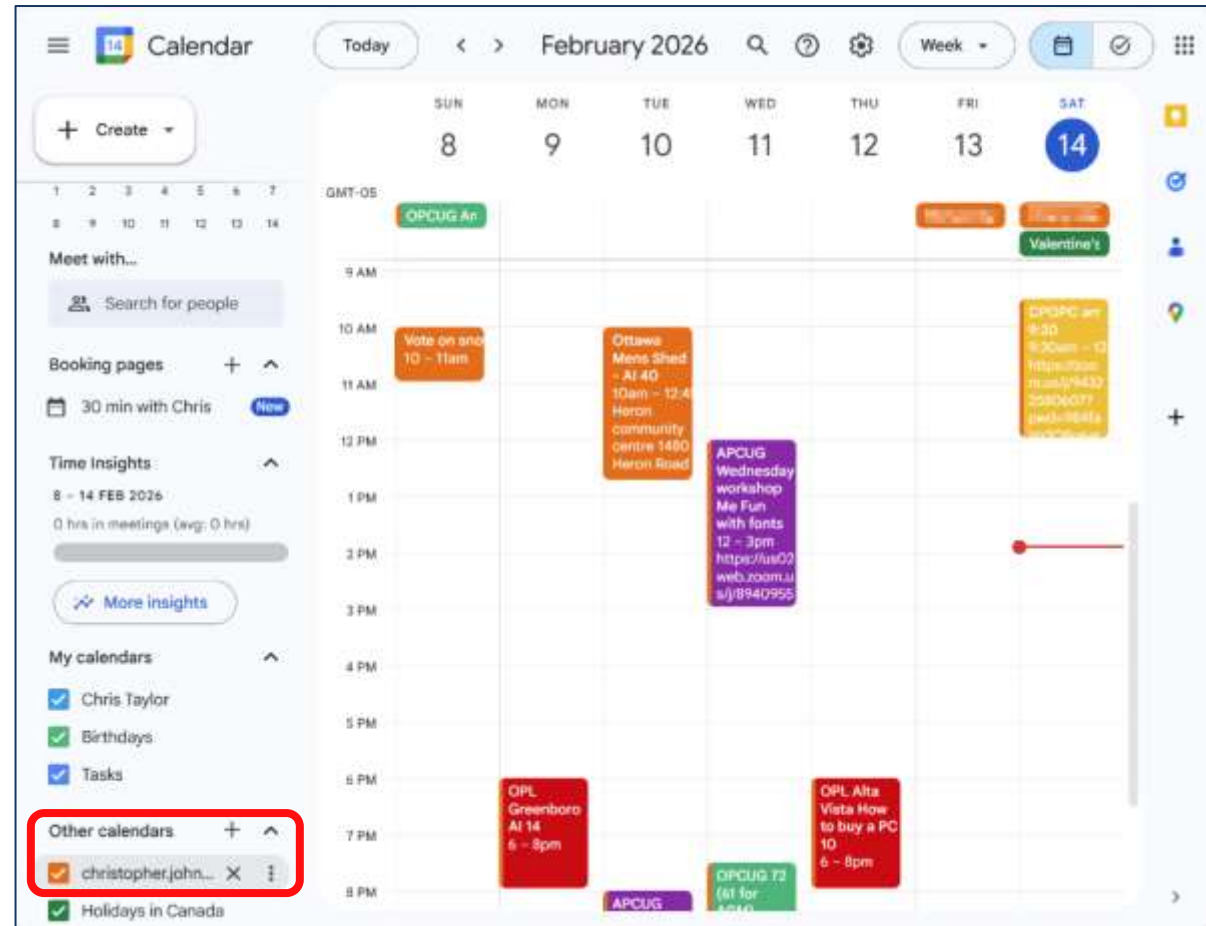
Recipient gets email

- click *join shared calendar*



Calendar opens

- pop-up appears
- click *Add*



Shared Calendars listed under *Other calendars*

- can be toggled on/off



Revoking permissions

Calendar Today < > February 2026 Search ? Settings Week Upgrade

+ Create

February 2026 < >

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |

GMT-05

10 AM

11 AM

12 PM

1 PM

6 PM

7 PM

8 PM

My calendars

- Chris Taylor
- Birthdays
- Tasks

Other calendars

- 3 Thatcher St, Ottawa
- Holidays in Canada

Options for Chris Taylor

Display this only

Settings and sharing

Choose

- Settings and sharing**



Revoking permissions

person to revoke permissions

- *click X*

In *Settings for my calendar*

- *click Shared with*

Settings

Upgrade

Shared with

Chris Taylor (Owner)
christopher.john.taylor@gmail.com

Chris Taylor
chris.taylor@opcug.ca

Make changes to events

X

Lynda Buske
lynda.buske@gmail.com

See all event details

X

+ Add people and groups

Learn more about [sharing your calendar with someone](#)

Access permissions for events

Make available to public

See all event details

Get shareable link

Learn more about [sharing your calendar](#)

Event notifications

Receive notifications for events on this calendar:

Email 2 days X

Settings for my calendars

Chris Taylor

Calendar settings

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Other notifications

Integrate calendar

Delete calendar

Birthdays

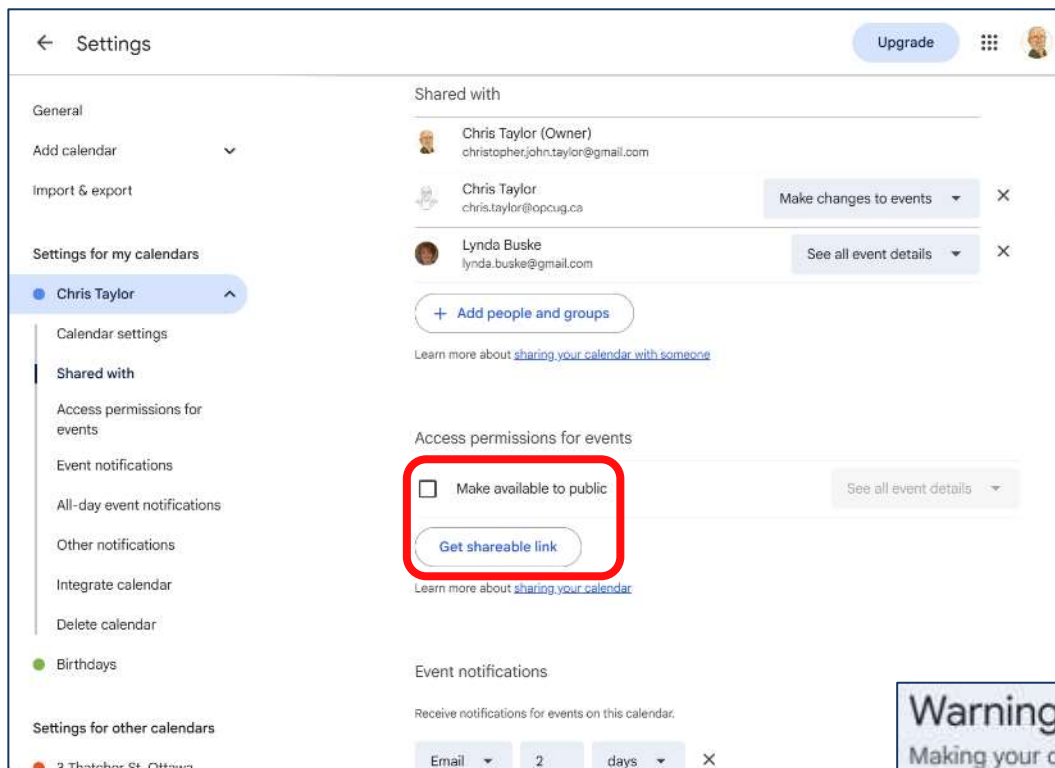
Settings for other calendars

3 Thatcher St. Ottawa



Last bits

- Share calendar with those without a Gmail account
 - only through a *public* link
 - limited view-only



Danger Will Robinson!



Warning

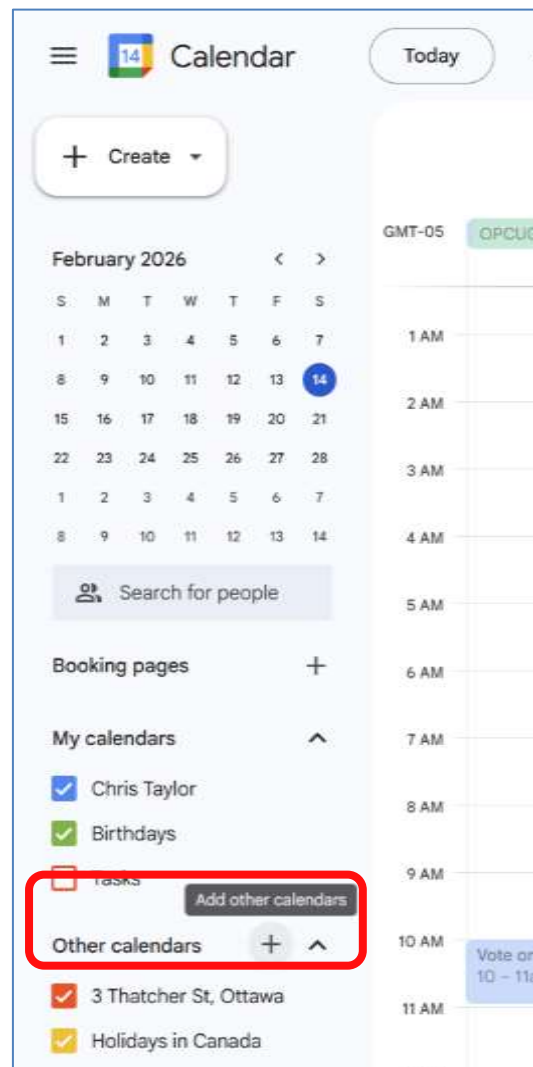
Making your calendar public will make all events visible to the world, including via Google search. Are you sure?

Cancel OK



Last bits

- Accessing a shared calendar when you don't have the invite email



Click

- **Subscribe to calendar**

Subscribe to calendar

Create new calendar

Browse calendars of interest

From URL

Import

Other calendars

- click +
Add other calendars

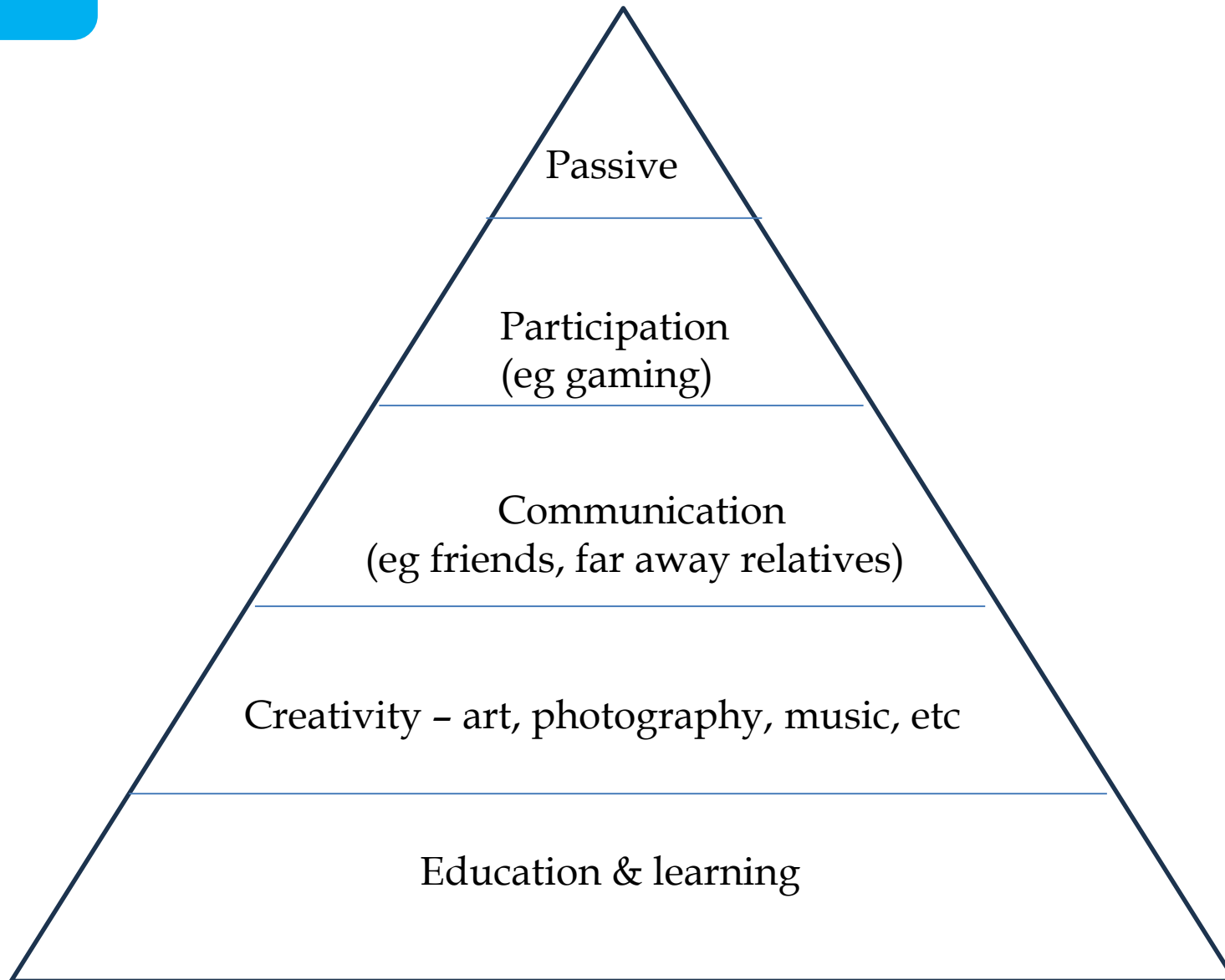
Enter Gmail address

Add calendar

Add calendar

Share

Digital Pyramids



Source: Smartphone Nation, Kaitlyn Regehr

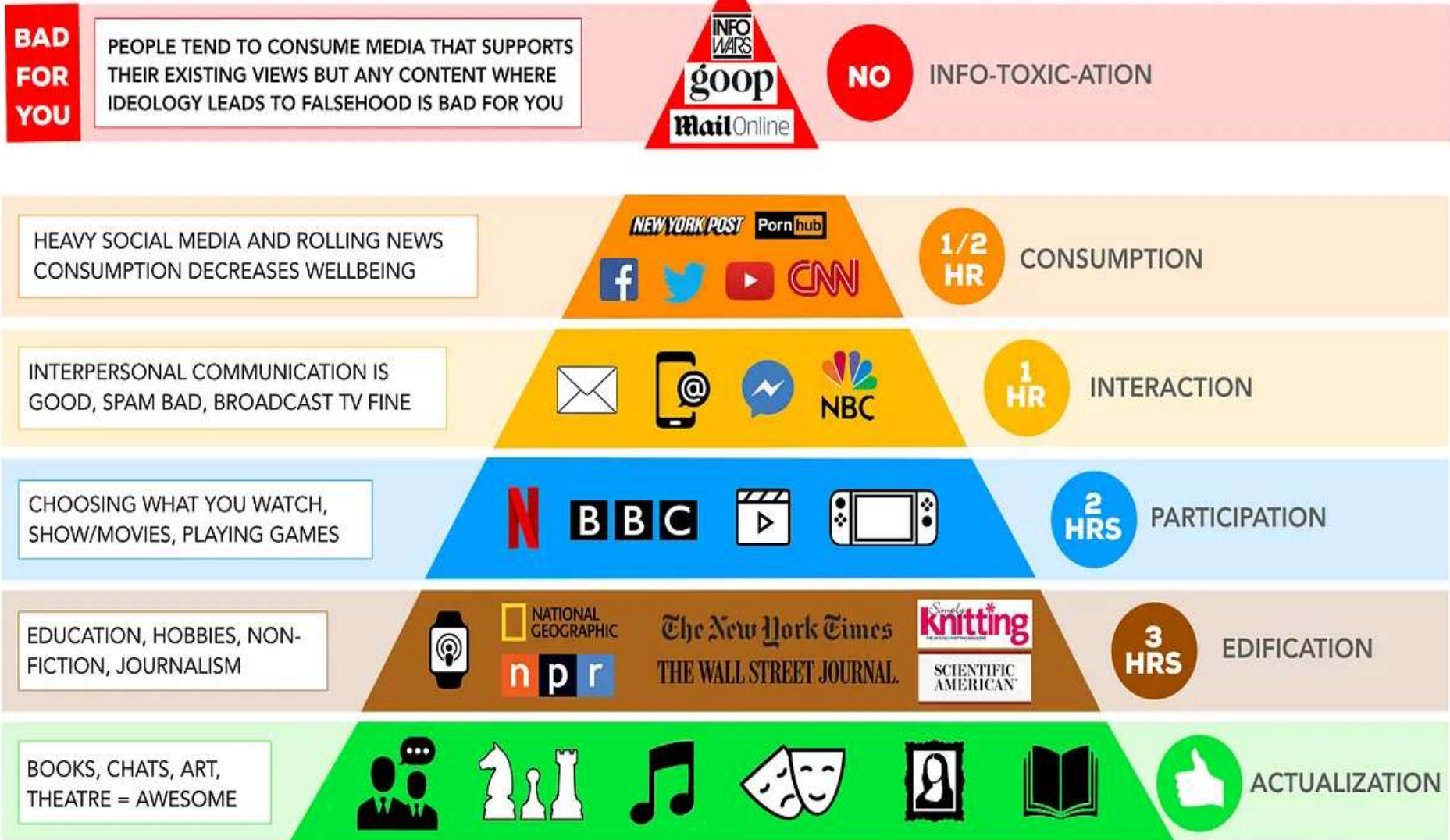
The Digital Media Diet



Source: The Next Tech Thing

THE MEDIA PYRAMID

SUGGESTED CONSUMPTION



NB: This is abstract and subjective, flawed by confusions of channel and content., However, the research it is based on suggests we are drawn to junk food of the mind just as we are the body and that we report feeling happier afterwards when we are actively engaged in choice [Netflix], consumption [reading] or active socializing [inter-personal communications as opposed to Facebook Newsfeed].

Appkins Digital Health Pyramid



Do you know your digital diet?

 ZenScreen.AI





Bootable USB's and Diagnostics

- What tools will create a bootable USB drive?





USB Media Creators

Single installation

- Rufus (<https://rufus.ie>)
- balenaEtcher (<https://etcher.balena.io>)

Multiple installation

- Yumi (<https://pendrivelinux.com/yumi-multiboot-usb-creator/>)
- Ventoy (<https://www.ventoy.net/en/index.html>)



Bootable USB's and Diagnostics

- What tools can be installed to boot from a USB drive and do diagnostics in case of PC failure?
- Are there any such tools built in to Windows 10 or Windows 11?
- Survey - How to fix your computer when it stops working or you break it!





Diagnostic Tools

- Hiren's Boot CD PE
<https://www.hirensbootcd.org>
- Medicat USB
<https://medicatusb.com>
- Ultimate Boot CD
<https://www.ultimatebootcd.com>

Diagnostic Systems

- Data recovery (e.g. deleted files)
- Disk partitioning
- Boot repair
- RAM testing
- HDD/SSD health checks
- Anti-virus scanners
and more...



Windows 10 and 11 Diagnostics

Common Tools (No Functional Changes)

These utilities operate identically across both OS versions in terms of diagnostics, scanning, and reporting.

| Tool | Launch Method | Primary Function |
|---------------------|---|--|
| CHKDSK | <code>chkdsk c: /f /r</code> | Scans and repairs disk errors |
| SFC /scannow | Command Prompt | Verifies and repairs system files |
| DISM | <code>DISM /online /Cleanup-Image /RestoreHealth</code> | Repairs Windows image component store |
| Task Manager | Ctrl + Shift + Esc | Monitors CPU, memory, disk usage windowsforum |
| Resource Monitor | resmon | Advanced process and resource tracking |
| Event Viewer | eventvwr | Logs system errors and events |
| System File Checker | sfc /scannow | Integrity checks for protected files |
| Performance Monitor | perfmon | Real-time performance counters |
| dxdiag | dxdiag | DirectX and graphics diagnostics windowsforum |
| systeminfo | systeminfo | Command-line system summary windowsforum |
| msinfo32 | msinfo32 | Detailed hardware/software inventory windowsforum |

Windows 10 and 11 Diagnostics

Tools with Differences

Only these have notable changes; others remain unchanged.

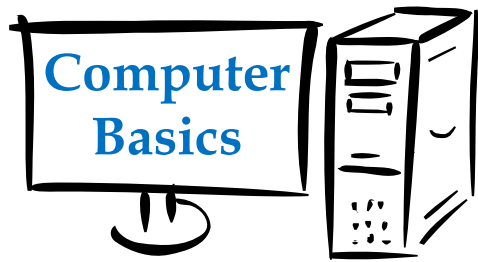
| Tool | Windows 10 Behavior | Windows 11 Behavior | Notes |
|---|--|--|--|
| Windows Memory Diagnostic (mdsched.exe) | Basic RAM testing on restart mastertrend | Same core tests; improved result logging in Action Center | Minor UI update for notifications windowsforum |
| Reliability Monitor | Timeline of crashes/stability | Enhanced with Windows 11-specific events (e.g., Snap Layouts failures) | Better integration with modern features windowsforum +1 |
| Troubleshooters | Settings > Update & Security > Troubleshoot | Settings > System > Troubleshoot > Other troubleshooters | Relocated UI; added AI-driven suggestions in Win11 glarysoft |
| Get-ComputerInfo (PowerShell) | Basic system details windowsforum | Expanded output for Win11 hardware reqs (TPM, Secure Boot) | More fields for modern compliance windowsforum |



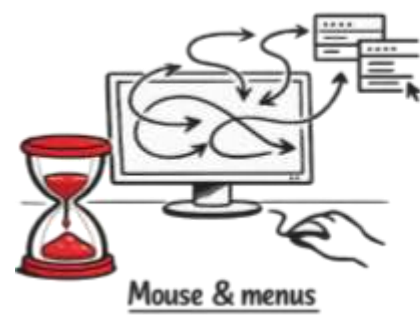
iPad Security

- My iPad is Version OS 17.7.10
- Apple has stopped updating this version
- Is it safe to use Gmail on this iPad?
- Is it safe to use Facebook/
Messenger on this iPad?

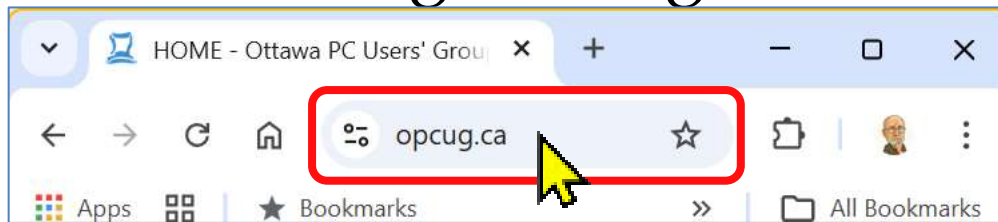




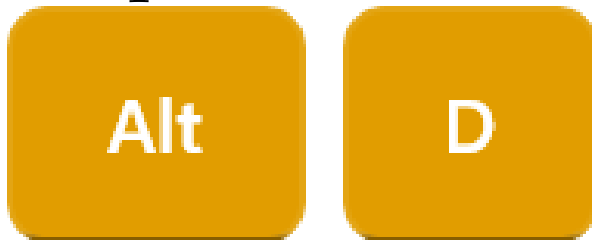
Keyboard shortcuts #4



- Today's shortcut: access address bar in browser
 - frequently need to get the cursor in address bar in browser
 - to type in a new URL
 - to copy URL to clipboard
- Rather than grabbing the mouse and clicking...



- Keep hands on the keyboard and press



- Bonus: also works in File Explorer

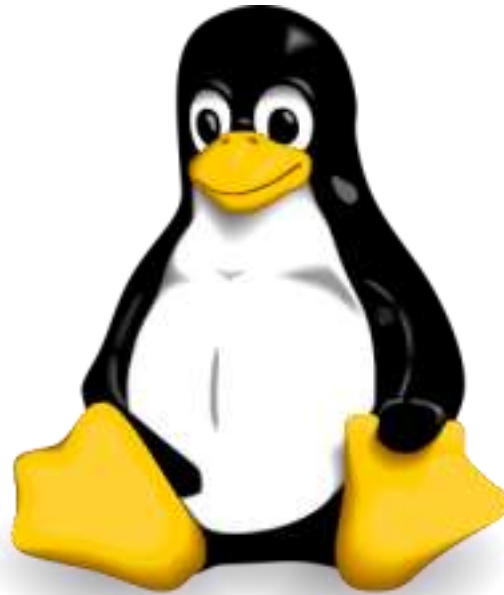
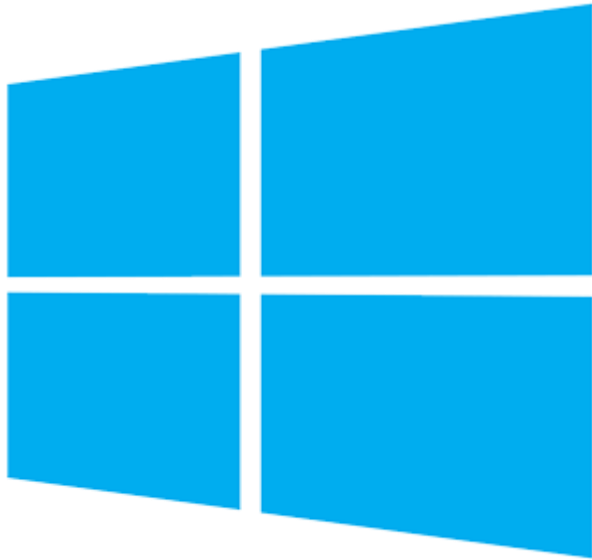
Share

De-Enshittify Windows 11: OneDrive

- Paul Thurrott article all about OneDrive Folder Backup
 - The problems with Microsoft auto-enabling OneDrive Folder Backup
 - Uninstall OneDrive
 - Prevent OneDrive from enabling Folder Backup when you set up a PC
 - Reverse the changes made by OneDrive Folder Backup
 - **Eliminate other OneDrive annoyances**
- **Note: part of the last item is behind a paywall**

<https://www.thurrott.com/windows/windows-11/332529/de-enshittify-windows-11-onedrive>

What are your favourite apps?



Share

AnyBurn

- I use mainly for straight copying CD's or ripping audio tracks to MP3 files (on my desktop or burned to a CD)
- I had a discounted 1-year promo for Nero that just ran out, so I went back to using AnyBurn
- I've been using it for over 10 years
- It has a pretty simple interface; it's quick and easy to use
- There's a paid Pro version, but the free version has almost all the same features
- It can be downloaded and installed, or there is a portable version

Natalie

<https://anyburn.com>

Features listed on their site (detailed options to choose from when the program is opened):

- Burn Data CD, DVD, and Bluray discs
- Create Audio CD and MP3 CD from various musical files
- Rip Audio CD to musical files
- Create bootable usb drive from ISO files
- Manipulate disc images files for optical discs and USB drives
- **Install Windows to USB drive ***
- **Convert musical files format ***

** Pro version only*



Share

Linguist - Translation Extension

- Google translate is the goto translator for most folks but there are a few others out there
- One with a focus on privacy is Linguist
- Chromium browser extension
- Reviews are mostly positive but there are always glitches with translators
- This bit of code's main benefit is of course that it is NOT a Google product!
- Translate an entire page or highlight a word or phrase and click the popup button to translate just the bit needed

Stewart Bruce

<https://tinyurl.com/333ndn4h>

Share

Free up space on your mobile device

- Offloading and Archiving are the terms used by Apple and Google to describe how each will allow a user to minimize an app's footprint on a device's storage
- Each allows the user to activate a setting for the OS to automatically delete the bulk of a minimally used app while retaining the pertinent data and login credentials
- The problem is you have no input into which criteria are used when an app gets shelved

Stewart Bruce

<https://www.popsci.com/diy/offload-unused-apps/>

Share

WhatsApp security bug

- Affects WhatsApp on Android
- Attackers can
 - add you to group chats
 - send you malicious files in group chats



<https://www.malwarebytes.com/blog/news/2026/01/a-whatsapp-bug-lets-malicious-media-files-spread-through-group-chats>

Share

Turn off auto-download media

- Open WhatsApp & tap 3-dot menu in top-right corner
- Tap *Settings*
- Tap *Storage and data*
 - may be labeled *Data and storage usage*
- Under *Media auto-download*
 - *When using mobile data*
 - *When connected on Wi-Fi*
 - *When roaming*
 - for each, tap it
 - uncheck all: *Photos, Audio, Videos, Documents*
 - tap *OK*
- Confirm each category now shows *No media* under it

Share

Other possibilities

See Malwarebytes article for details

- Stop WhatsApp from saving media to your Android gallery (where it may be visible to other apps)
 - *Settings*, go to *Chats*
 - turn off *Media visibility*
- Lock down who can add you to groups (attack requires attacker to add you a new group)
 - *Settings*, tap *Privacy*
 - tap *Groups*
 - change from *Everyone* to *My contacts* or **My contacts** **except...**exclude numbers you do not fully trust
- Set up two-step verification on your WhatsApp account

<https://www.malwarebytes.com/blog/news/2026/01/a-whatsapp-bug-lets-malicious-media-files-spread-through-group-chats>

Share

Color Helper

- Red-green color blindness (the most common form of color vision deficiency) affects approximately 8% of males and less than 1% of females
- It is a sex-linked, inherited condition primarily affecting people of Northern European descent
- Roughly 300 million people worldwide are affected
- I happen to be one of the 8% with colour blindness so if you see me with purple socks or a manly, frosty-peach shirt it's not because I'm aiming to be trendy

Jeff Dubois

The good old days?



As a kid my Laurentian coloured pencils came in a modest package and were duly labeled red, orange, yellow, green, blue, violet with an additional brown and black.

At least with the labeled pencils when I was colouring my grade-school geography maps, the water was blue not purple, and the grasslands were green and not brown!

Share

Color Helper

- I went on the hunt for a browser extension that would identify individual colours
- I wanted to hover my mouse over something and have a tooltip display the colour simply as red, green, blue... (not just hex codes!)
- A search on Google identified “Color Helper” (note the US spelling) an extension for Chrome
- An example follows
- Does anyone else have a similar or better tool?



color helper

<https://tinyurl.com/5awf3wmf>

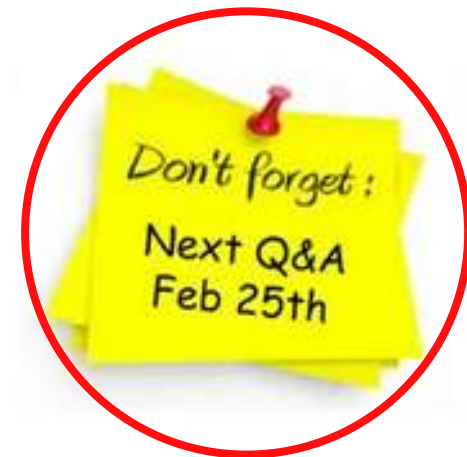
Q&A

Q&A HAS GONE ON-LINE!

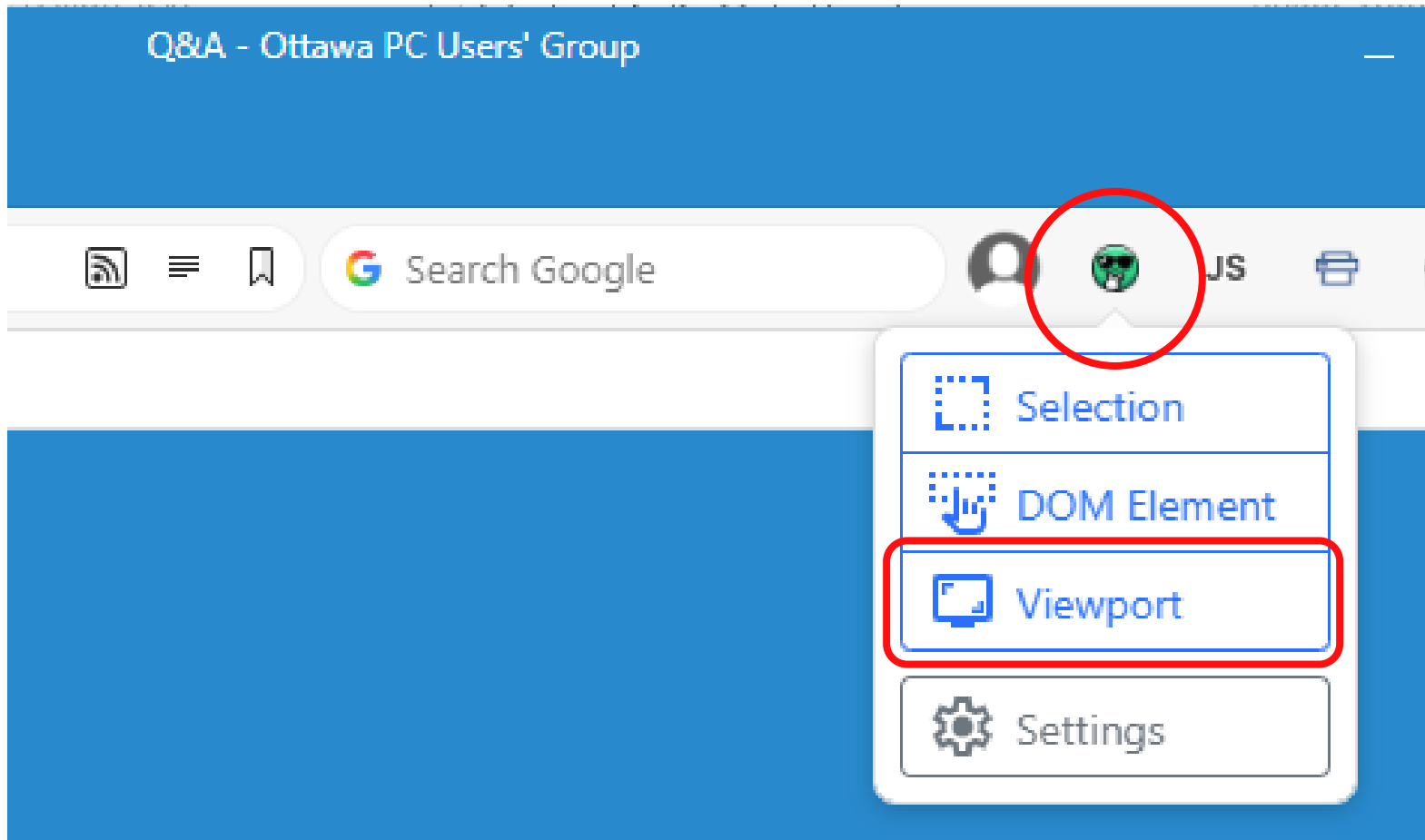
Our next Q&A session will commence at 7:30 pm on Wednesday, February 25th.

Questions on any computer-related issues are welcome, as are mini-presentations of your favourite computer program or on an interesting topic that you would like to share with the group? Send your questions or brief details of what you would like to share to: SuggestionBox@opcug.ca.

You don't have to be an OPCUG member to attend Q&A sessions. There is no charge. Everyone is welcome to join us and ask questions about their specific computer-related problems.



To a colour blind person the post-it-note looks yellow but the pin is more of a guess... likely red or green



Color Helper extension installed in Vivaldi
Select Viewport...

, February 25th.

nini-presentations of

would like to share with

ke to share to:

| COLOR SHADE | COLOR NAME |
|---------------------------------------|----------------------|
| Red | Amaranth red |
| RGB 191,36,34 | copy |
| HEX #bf2422 | copy |
| Click to pin info box | |



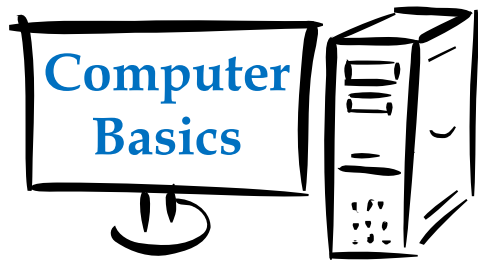
forget ;

Q&A
25th

. There is no charge.

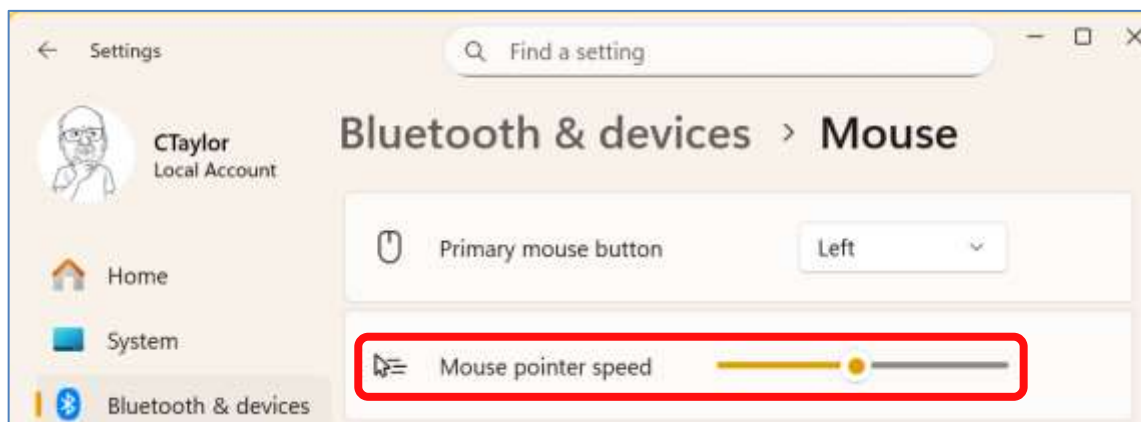
pecific computer-related

Hover the mouse over the “Amaranth red” pin!



Adjust mouse speed

- Too fast?
 - slight movements result in huge jumps of mouse cursor
 - hard to precisely place mouse cursor
- Too slow?
 - to move long distances
 - move mouse, pick up the mouse, move it, put it down, move it again...
- *Settings > Bluetooth & devices > Mouse > Mouse pointer speed*
 - drag slider left (to slow down) or right (to speed up)



Share

When a scroll wheel dies

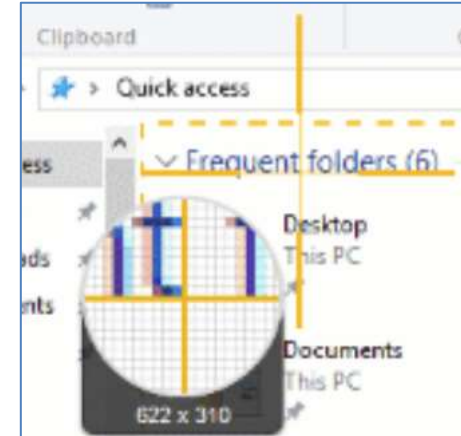
- Scroll wheel on Lenovo M300 mouse stopped working
- I use scroll wheel all the time
 - navigate web pages, documents, file lists, dialogue boxes, etc.
- **Decided in less than an hour**
 - needed a new mouse with a working scroll wheel...**today!**
- An important requirement in a mouse
 - a button to adjust *mouse pointer speed*



Share

Sometimes need high precision

- Snagit screen capture program allows pixel-level precision in what gets captured
 - see enlargement of area around mouse cursor
 - use arrow keys to move the mouse pointer one pixel at a time
- But I have to click the mouse to select area
 - mouse can move slightly while clicking
 - messes up exactly what gets captured
- Pain to use *Settings* > *Bluetooth & devices* > *Mouse* > *Mouse pointer speed* to decrease speed...and back
- Wouldn't it be nice to
 - quickly & easily switch sensitivity *just* during high-precision work?



Share

Mouse speed

- Lenovo M300 DPI button
 - DPI button (*Mouse pointer speed*)
 - cycle through up to 3 speeds
- Lenovo Legion Accessory Control
 - define up to 3 speeds
 - Mouse DPI
 - move mouse **one inch**
 - pointer moves **x** pixels on-screen



Share

Time to shop



- Looked at lots of mice online
- Descriptions didn't detail use of button on top
 - does it always adjust mouse speed?
- Gaming mice seemed to always have button on top
- Some non-gaming mice have a button
- Maybe needed to speak with someone
 - made a trip to local Best Buy
 - very knowledgeable staff
 - all mice with such a button have a program you can install to configure buttons, including the DPI button
 - different mice may have different ranges of speed available
 - many other differences in how configurable for all aspects
 - Razer brand is high quality & highly configurable

Share

Razor Cobra 8500 DPI Gaming Mouse

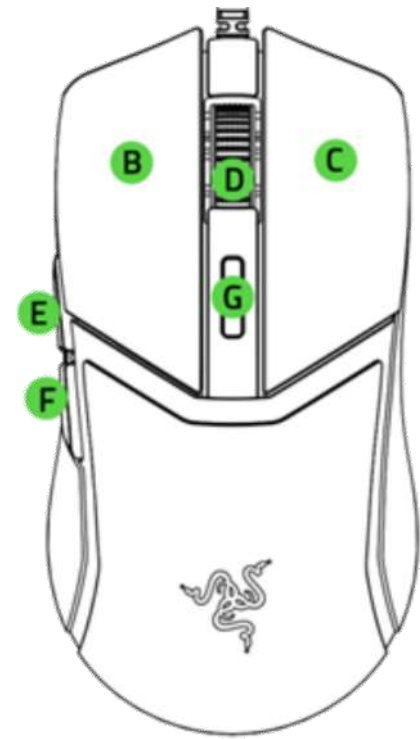


- Max speed: 8500 DPI
 - 4K monitor: 3,840 pixels wide
 - less than 1/2 inch mouse movement to traverse screen!
- Min speed: 200 DPI
 - have to move mouse 19 inches to traverse screen
 - allows extremely precise positioning of mouse pointer
 - mouse pointer won't jump around when clicking & releasing while doing screen captures
- All buttons configurable
- Many colour lighting effects
- PTFE (polytetrafluoroethylene) glide pads on bottom
 - low-friction plastic for very smooth movement
- \$45

Share

Razor Cobra 8500 DPI Gaming Mouse

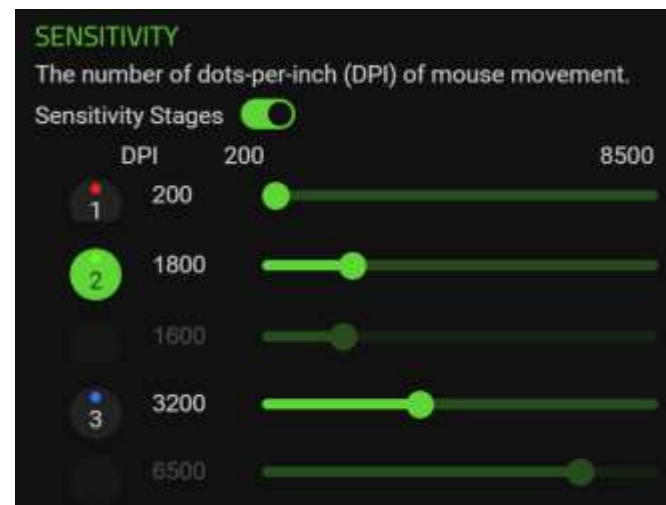
- All buttons configurable: most useful E & F
 - keyboard functions
 - including modifiers: Shift, Ctrl, Alt, Win
 - mouse functions
 - clicks, scroll left/right/up/down
 - speed
 - up/down, specific setting while holding
 - macros
 - multi-step mouse and keystroke functions
 - launch
 - program or website
 - multimedia controls
 - volume up/down/mute, play/pause, next/previous track, etc.



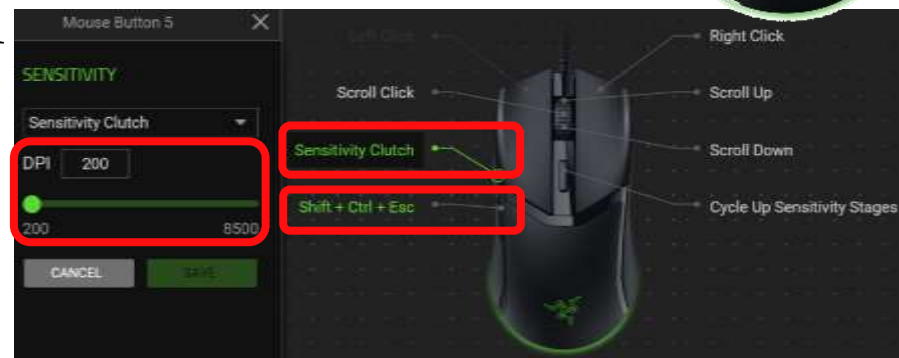
Share

Razor Cobra 8500 DPI Gaming Mouse

- Configured DPI button
 - enabled 3 of 5 levels
 - 200, 1800, & 3200 DPI



- Configured side buttons
 - Button 5: Sensitivity Clutch
 - sets speed to 200DPI while holding button
 - flips back when button released
 - Button 4: keys *Shift+Ctrl+Esc*
 - runs Task Manager



Share

Expensive?

- I have rarely paid \$45 for a mouse
 - but then I am a cheap SOB
- Mice start at under \$5
 - realistic starting point ~\$15
- Razer Cobra
 - feels good and solid
 - Razer known for excellent sensors, optical switches, build quality, etc.
 - has the critical features I wanted
 - very configurable: will help my productivity & comfort
 - worth every penny...to me



Share

AI Prompts How-to



The screenshot shows the top portion of a PCMag article. At the top left is the PCMag logo and a navigation menu with links for '#BestTechBrands2026', 'Best Products', 'Comparisons', 'Reviews', 'How-To', 'News', 'Deals', and 'Newsletters'. A search icon is on the right. Below the navigation is a red banner with the text 'ALL ABOUT AI' and a blue OpenAI logo. A disclaimer states: 'PCMag editors select and review products independently. If you buy through affiliate links, we may earn commissions, which help support our testing.' The breadcrumb trail reads 'Home > Explainers > AI'. The main title is 'Prompt Engineering 101: The Secret Formula for Writing AI Prompts That Actually Work'. The sub-headline reads: 'From deep research to image generation, better prompts unlock better outcomes. Follow my step-by-step guide for the best results.' Below this is an 'OUR EXPERT' section featuring a profile for Ruben Circelli, a 'Writer, Software' who has 'Covering consumer tech for more than a decade, Ruben's primary focus is on AI, with a keen but critical eye for chatbots and the latest LLMs.' At the bottom of the article preview, it says 'Edited By: Ben Moore' and 'February 18, 2026'. There is also a button to 'Add as a preferred source on Google'.

<https://www.pcmag.com/explainers/prompt-engineering-101-the-secret-formula-for-writing-ai-prompts-that-actually>



OTTAWA



An International
Association of Technology
& Computer User Groups

PC NEWS

Volume 43, Number 3

March 2026

ARTICLE

You Too Can Be A Programmer *by Alan German*

Don't know anything about computer programming? Have no desire to learn a programming language? But, if someone else would do all the work, and at no cost to you, would you like to create a custom utility program? Well, maybe you won't find some one to do the programming for you but you can easily convince an AI chatbot to create an application. Welcome to the world of vibe coding!

*I just see stuff, say stuff,
run stuff, and paste stuff,
and it mostly works*

Andrej Karpathy

So, you don't need to look at the code, you don't need to know anything about programming in general, nor have any knowledge of the specific language being used. You just give the AI bot a prompt indicating what

- create a VBA macro to automate a process in Word or Excel,
- generate a batch file or PowerShell script to automate a process in Windows, or
- develop a program in Python, C++, JavaScript, etc. to...

The possibilities are endless. The final product will be what you want the

<https://opcug.ca/Articles/2603NEWS.pdf>

Vibe Coding Competition

- The use of vibe coding will be on the honour system
- For those providing entries to the competition, there will be two prizes offered:
 1. The most useful product
 2. The best presentation of the development process *
- Tentative Date: October 2026

** The project doesn't have to be successful for this portion of the competition – stories of trials and tribulations, and even abysmal failure will be happily accepted*





**Any other:
Questions
Comments
Shares?**

Free Membership!

- Are you currently a member of OPCUG?
- If so, the Board of Directors will extend your membership by one year – at no charge!
- You will not receive a renewal notice
- Do not send us a membership payment
- Your membership will be extended automatically
- **And, if you are not a member...**



Special Offer!

Two-for-one Membership!

- Join OPCUG now (or before March 31, ~~2023~~²⁰²⁶)
- Annual membership fee is only \$20.00
- But, you will receive **two-years** of membership for the price of one!

<https://opcug.ca/join-or-renew/>





OPCUG PRESENTATIONS AT THE OTTAWA PUBLIC LIBRARY

Whoa, Backup! Effective Strategies for Keeping Your Computer Files Safe

Chris Taylor

Manotick, Thursday Feb 26, 2026 at 6:00pm

Fun with fonts - the art and science of typography

Chris Taylor

Blackburn Hamlet, Saturday Feb 28, 2026 at 2:00pm

Armchair Travel: Ireland/Scotland

Lynda Buske

St-Laurent, Monday Mar 2, 2026 at 6:00pm

<https://booking.biblioottawalibrary.ca/en/program?text=ottawa+pc>

Share

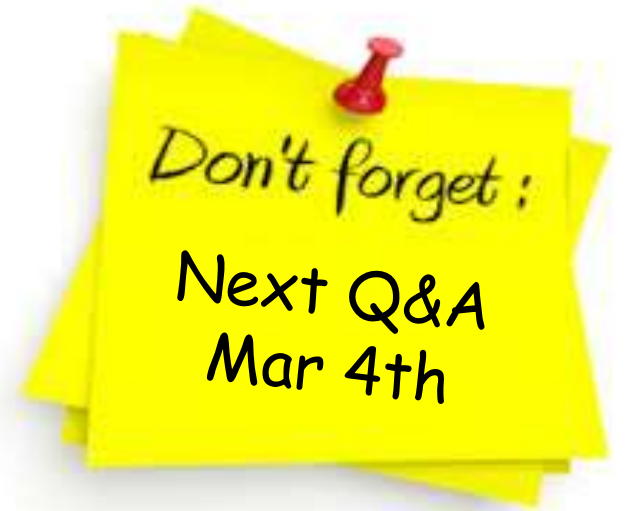
Bonus Presentation 2



Armchair Travel: Beautiful British Columbia

with Lynda Buske, OPCUG

- Description:
 - Enjoy photos and narration of British Columbian coastal, interior and island beauty including stunning gardens and birds. Some are from the 1920s!
 - Learn a few photo tips from Lynda along the way!
- When:
 - **Tuesday, March 3, at 7pm EST** & will last approximately one hour
- Where:
 - hosted on Zoom at <https://tinyurl.com/opcug-bonus02>
 - if the above easy-to-remember link doesn't work, you can use:
 - <https://us02web.zoom.us/j/86431194545?pwd=UFpQyxJprpbaY3gTopKS2Uy5apawsz.1>
 - or join by entering the meeting ID in the Zoom app
 - meeting ID: **864 3119 4545**
 - passcode: **opcug**



**Send your questions,
answers, and topics
you wish to share to:**

SuggestionBox@opcug.ca