

COMPU 360 BYTES

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This **FREE** newsletter offers news and tips to our customers regarding upcoming trends in technology.

Our goal is to keep our customers well informed about computer technology.

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Editing in Print Preview in MS Word 2007

Print Preview is a very helpful tool. Using **Print Preview** helps you visualize your finished product so you can make changes accordingly.

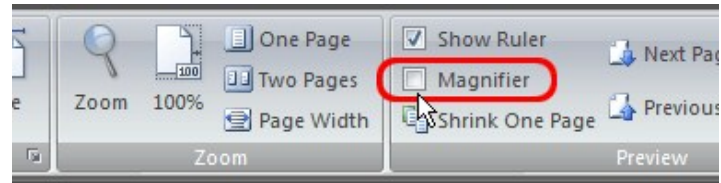
Word 2007 has the **Print Preview** option under the **Office Button** in the **Print** choices.

Earlier versions of Word used to allow you to get into the document and do some editing while still in the Print Preview screen, using the magnifier button to toggle back and forth.

It wasn't a great place for extensive editing, but it was good for moving objects or quick word changes to make the overall appearance more balanced.

At first it doesn't seem possible to do this in Word 2007 but it is... you just have to realize that what looks like the magnifier button actually is the Zoom button and opens the Zoom dialog box. The magnifier button that you are looking to find has been replaced by a "not so easily noticed" check box option.

By default Word 2007 has the magnifier tool checked.



This means that when you click on the document trying to edit, all that happens is that you either zoom in or out and then back again, for every click of the mouse

Then just click into the document to edit text or grab an object and, start moving it from one place to another.

To be able to edit your Word 2007 document while still in the Print Preview, simply **uncheck the Magnifier choice**.

This is different than with earlier versions of Word but it works!

MS Service Pack1

Microsoft has finished work on Windows 7 Service Pack 1 (SP1) and has begun pushing the update to systems on February 22nd via Windows Update. For Windows 7.

SP1 will help keep your PCs well supported by delivering ongoing updates, many of which have been made previously available through Windows Update.

Google starts new, Streamlined Recipe Search

Google has started a new recipe search that it says will bring up only recipes, cutting out other results on such things as the history and definition of your desired dish.

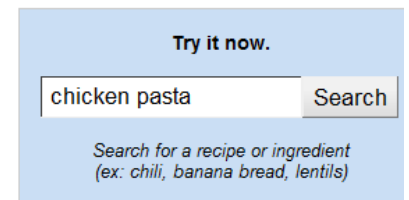
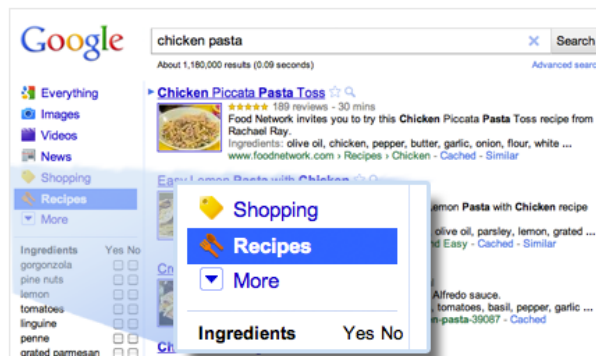
Go to [Google Recipe View](#), type in your search term and Google will list recipes for you to peruse. A menu on the left side of the screen lets users filter recipes by ingredient, cooking time and calories.


But, as The Washington Post's [All We Can Eat](#) blog points out, the site is far from perfect. In test runs recently, the blog found that the filters weren't always available. Plus, recipes are sorted by popularity, not quality, which means that you still may have to dig through results to find a really good recipe.

Still, even if it won't make you an instant gourmet chef, the service might be handy for a quick recipe search.



Google with Recipe View helps you find recipes from across the web



After searching for a recipe or ingredient on Google, select  **Recipes** in the left-hand panel on the search results page.

OPT Out—Reduce Junk Mail—

Are you tired of the many unsolicited invitations you receive inviting you to sign up for a credit card? These mailings can further expose you to identity theft so eliminating them is a worthwhile thing to do. Minimize the junk mail you receive and help protect your identity theft risk.

Go to <https://www.optoutprescreen.com> (or call 1-888-5657-8688) if you would like to put an end to unwanted mail solicitations.

Optoutprescreen.com is actually what it appears to be and that is the way to get off those mailing lists. Be aware that you will be asked for your social security number, but they need to be able to verify your identity.

For more info: http://www.fraudguides.com/consumer_optoutprescreen.asp

Wolfram Alpha—Search



Your temptation might be to use Google for all your searching needs. Here is a cool “search service” you will want to become familiar with: <http://www.wolframalpha.com/>

To see an example of what Wolfram Alpha can do, start by entering $\text{solve } x^3 - 4x^2 + 6x - 24 = 0$ and check out the complete answer and explanation that results.

Wolfram Alpha is an online service that began in 2009 that answers factual queries directly by computing the answer from structured data, rather than providing a list of documents or web pages that might contain the answer as a search engine would.

Instead Wolfram|Alpha is a engine for **computing answers** and **getting knowledge**. It accepts free-form natural language input and dynamically computes the results.

mortgage 6%, 25 year, \$14000 displays, among other things, repayment rates and graphs that represent capital vs. interest over time.

life expectancy france 25 year old male which gives a survival analysis for a person of the given demographic.

boiling point of water at 6 atm which returns a phase diagram alongside the result of 432.6 Kelvins.

$\lim_{x \rightarrow 0} x/\sin x$ yields the expected result, 1, a plot, and the series expansion. The button “show steps” provides a possible derivation of the result using L'Hôpital's rule.

Wolfram Alpha is also capable of responding to increasingly complex, natural-language fact-based questions such as:

"Where was Mary Robinson born?"

"How old was Queen Elizabeth II in 1974?"

"What is the forty-eighth smallest country by GDP per capita?" yields Sao Tome and Principe, \$1110 per year.

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For more check out http://en.wikipedia.org/wiki/Wolfram_Alpha

For a tutorial on using this go to <http://www.wolframalpha.com/tour1.html>

There is also a mobile app available.

Quick Tip

Do you want to know how to copy and paste some text? How to create a folder? How to defrag your hard drive?

Do a search on <http://youtube.com> You will find a plethora of short videos illustrating how to do just what you want to do!



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For a full listing of services that we provide, please visit our website at: <http://www.compu360.com>