

Welcome to another issue of *ComputerFAQs*. We'd like to announce that we will be having a **Customer Appreciation Drawing** this month to give all of our customers from last year a chance to win one of several prizes including a **free** computer system upgrade, a **free** block of training classes, and several **free** PCDoctor preventative maintenance checks. This drawing is available to all of our customers who made purchases in the 1997 calendar year. *All you have to do to enter* is to simply fax us a copy of your original invoice with "**DRAWING**" written clearly on it. The more invoices you have, the more chances you have to win! Fax your invoice to us no later than March 1st, 1998 to be entered in our drawing. For complete details on this drawing, call and request document **801261**.

ADVANCED TIP: If you have more than one user, or "profile" set up on your Windows 95 system, you can right-click the Start button, and click "Explore" to launch Windows Explorer and quickly jump to your profiles folder and Start Menu. >*Jason*

Q: How do I modify my PrintScreen button so that it actually *prints* the screen onto my printer? > *Gary, Buffalo NY*

A: Gary, back in the good ol' days of DOS, the PrintScreen button used to send the screen's contents directly to your printer. Now, with Windows, the PrintScreen button grabs the screen's contents and places it in a magical realm in the computer's memory called the Clipboard. You can see this by pressing PrintScreen, and then opening up a program like Windows Paint and clicking on Edit-Paste. This will "paste" the contents of the Clipboard into Paint, and you can then click on File-Print, to print it. A few more steps, but it works. >*Don*

COMPUTER TRAINING



Like to learn **Windows 95**, Word, Excel, PowerPoint, or even **Microsoft Access**? We've added morning classes in addition to all of our afternoon and evening classes. The complete schedule through March of 1998 is now available. All open classes are only **\$59** per student, and seat only four (4) students per class. For a *free* copy of our training schedule, call and request document **801262**.

Q: I received this Email from someone on the Internet that said "by reading this you have contracted the 'Good Times' virus, and your hard drive has been trashed." Is this possible? > *Linda, Buffalo NY*

A: In the most basic of terms, no. It's not currently possible for you to contract a virus just by *reading* a piece of Email. Malicious hackers can, however, "attach" programs to Email which can contain viruses. If you open one of these, you could become infected. Here's a tip: if someone you don't know sends you Email, and they say "open this attachment..." and you don't know what it is, don't do it. Your best bet: get a good virus scanner and scan any attachments before you open them! Make sure, also, that you have a good backup of your data, too. If any of these terms are confusing, don't worry. It's a lot of computer jargon to digest. It's also a lot to go into here. Call and request our free document **801263**, and we'll explain it in a lot more detail. Don't worry, though. There are a lot of Email virus "scares" floating around on the Web. That "Good Times" virus is one of them. >*Steve*

COMPUTER * SYSTEMS

February Multimedia Special: P-233MX, 32 MB RAM, 2.1 GB Drive, 4 MB Video, 33.6 Fax/Modem, 24X CD, Sound & Speakers, Windows 95, *Gold Service Package* with 1-year onsite. **\$1299.**

February Budget Special: P-150, 16 MB RAM, 2.1 GB Drive, 1 MB Video, *Bronze Service Package*. **Only \$719.** Good office replacement.

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Can't budget a whole new computer? Upgrade your current 486 or Pentium machine to a P-150 for as little as **\$279**. We also have upgrade specials going all the way up to a Pentium II 233 MHz. Request document **801265** for complete details on this offer.

Q: When typing up a document in WordPerfect, I notice that some of the characters, like "W" take up a lot of space, while others, such as "i" take up much less. Is there a way to make them all fill the same space so I can easily line things up? > *Flo, Buffalo NY*

A: Flo, the easiest way to do this is to pick a font that is "monospaced." In other words, all of the characters take up the same amount of space. This is actually a feature of the font set you happen to be using. Some fonts, like Times New Roman (the default) and Arial, will "kern" the letters together - so that an "i" takes up less space than a "W." If you pick a font like System or Courier, you will notice that all the letters take up the same space.
> *Richard*

CUSTOM * SOFTWARE

Does your accounting system generate, exactly, all of the reports you want it to? Do you have a need for a specialized service database to track your technicians and your service calls? Can you instantly recall the details of your conversation with Joe Client - from last month? Amicron was founded in 1994. Originally, our only service was providing custom software and database solutions for our clients. Since then, we've grown and have expanded into many diverse areas, but our core business has remained the same: software development.

We would like to show you some of our work, and talk with you about your specific needs. No matter how big, or how small, a custom software solution can - most of the time - be more cost-effective than some off-the-shelf software. Give us a call and request document **801266** for more information on what kinds of software we can provide for you. You can also download a free sample of some of our work from **www.amicron.com**. Give us a call. We look forward to hearing from you. After all, what good is the investment you've made in thousands of dollars of computer equipment if the *software* isn't doing what you need it to do?

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