COMPUTER FAQs

Frequently **A**sked **Q**uestions · About Computer Technology

COMTECH 99 Coming Soon

If you are interested in learning about the latest in computer and business technology, make plans to attend *COMTECH 99* on October 6 and 7 at the Niagara Falls Convention Center. Amicron has been an exhibitor at *COMTECH* (formerly the Buffalo Computer & Business Show) for the past few years, and this year looks to be the best yet. In addition, this year Amicron is a **Gold Sponsor** of the show - so we look forward to seeing all of you there to support us! Since we're helping to sponsor the show this year, we want to make sure that everyone who reads *ComputerFAQs* gets **FREE tickets** to the show. Call and request document **906111** and we'll send them to you. Also, *COMTECH* isn't just for computer companies. There will be all kinds of companies exhibiting different business-related products and services (previous shows have seen everything from accounting & payroll to coffee services). If you'd like information on exhibiting **your** business at the show, call and request document **906122**. We'll fax you over complete information including pricing.

Q: Somehow I managed to move my Windows Task Bar to the right side of my screen. How do I get it back to the bottom where it belongs? >*Alan, Depew NY*

A: Alan, don't worry. That's normal. The Task Bar is designed to move to any edge of your screen. Simply click and drag the Task Bar using any portion of the Task Bar that's *not* a button (usually just next to the clock works best).

Q: One of my co-workers has a weather map on his Windows Desktop. It automatically updates itself every couple of hours. This is amazing! How can I do the same thing, too? >*Mary Ann, Tonawanda NY*

A: Mary Ann, your co-worker probably has the Windows 98 Active Desktop in use. Here's how it works: go onto the Web and find yourself any picture that you like (preferably one that changes often). If you're looking for weather maps, go to www.weather.com. You can find a WNY weather map with a few clicks. Now, right-click and drag the picture to your desktop. From the menu that pops up, select "Create Active Desktop Image Here." This will then put the graphic on your desktop, and whenever the image is updated on the web, it will soon update itself on your screen. (Note: if you don't see anything, your Active Desktop may be turned off. Right-click on your desktop, and select "Active Desktop > View As Web Page" to turn it on.) To read more about it, go to Start > Help and type in "Active Desktop." You'll get a whole bunch of information on how it works.

Q: A while back, a friend of mine showed me how to assign a name to a cell in Excel. I can't remember what he did. Can you help? >*George, Hamburg NY*

A: Sure, George. All you have to do is click on a cell (or select a range of cells) and then click on the *name box* (the area just to the left of the formula bar). Now, type in a name for your cell, such as "total" and press ENTER. Now, your cell can be referenced in your formulas as "total" instead of something cryptic like "G21". The benefit of this is that you don't have to remember the cell's location - especially if you move columns and rows around a lot. Once you've named it, all you have to refer to in your calculations is the name "total". For example: =SUM(total*0.08).

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