

COMPUTER FAQs

Frequently Asked Questions About Computer Technology

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Amicron Is Moving!

That's right folks, after three years in our current location, we've finally decided to move out into bigger, better office space. Thanks to our friends over at **Zaepfel Development**, we're consolidating our Training Center along with the rest of our offices in some beautiful new space at 2630 North American Drive in West Seneca (right near the Union Road exit of the 400). Our new phone number as of August 1st will be 716-677-4737, and our new fax number will be 716-677-4742 (we'll have machines still set up in our old office - in case you don't write these numbers down). All of our existing customers will receive full details on our move, as well as an invitation to our New Office Warming Party we're throwing - once we've settled in. We'd like to thank all of our customers: without you we wouldn't be needing bigger offices! We'd also like to thank Greg Zaepfel for all of his time and assistance. If you're looking for better office space yourself, give Greg a call at 716-632-7230.

Q: A friend of mine just bought a new laptop from you and it came with *Windows 98 Second Edition*. What is this, and should I upgrade my system? >Trey, Hamburg NY

A: To answer your first question, Trey, *Windows 98 Second Edition* is Microsoft's latest attempt to separate you from your money (just kidding, Bill... I mean Mr. Gates). Seriously, though, it's just another iteration of the Windows operating system. Do you need it? No. Is it nice to have? Sure. If you already own Windows 98, you can upgrade for \$20, which isn't that bad. It adds a few nice features, like a small-workgroup Internet proxy feature (nice if you want to set up a few PCs in your home or small office to share one Internet connection.) If you'd like the complete list of what's new, give us a call and request document **907121**, or check here ☐ and we'll fax it over.

Q: I can't seem to keep laptop batteries for more than a year! I've had this Compaq laptop for just over 3 years, and I've gone through as many batteries - which cost \$75 each. Besides, I hardly use them. I'm usually plugged in at the office and at home. Should they run out so fast? >Jasper, Cheektowaga NY

A: Part of your problem may be that you're leaving your laptop plugged in all of the time. If you have the older nickel-cadmium or the NiMH batteries, it's best to leave your laptop unplugged while you work. Let the battery drain fully (or at least down to 10% or so) and then plug it in to let it charge - preferably while it's off. You may be inadvertently shortening the battery life yourself through improper use. Newer laptops with Lithium Ion batteries don't have this problem - you can leave them plugged in whenever you like. They're also much more expensive. However, if you work the kind of schedule that demands the kind of usage you're accustomed to, it may be worth the investment. Give us a call. We can track down the right battery for you.

Q: I loved your tip a few months back about using the Format Painter in Word and Excel to copy the format (colors, attributes, etc.) of a word or cell and apply it to another one. Is there any way to have that "stick" on so that I can apply it to many different sections of my document without re-clicking on it? >Joanne, West Seneca NY

A: For those of you who didn't read the issue that Joanne is referring to, you can use the Format Painter (right next to Paste on the formatting toolbar in most Office applications) to copy the format, or the "look and feel" of one word or cell to another. For example, if you have a word that is Arial, bold, red foreground color, and 12 point, and you want to change another word to look like that, you can click on the original word, click on the format painter, and then highlight another word to apply the format. Give it a try. If you'd like for the format painter to stay "on" so you can apply it to multiple words, just *double-click* on it and it will stick on. Hope this helps!

Q: I'm using Microsoft Outlook Express that came with Internet Explorer 4.0 and Windows 98. I can get it to access my Internet mail just fine, but for some reason I cannot configure it to work with the Email on my office LAN. >Gary, Buffalo NY

A: Sorry, Gary, but Outlook Express doesn't work with Microsoft Mail (i.e. LAN mail). Microsoft wants you to buy Outlook 2000. There's just no way around it. The good news is that Outlook 2000 is *really* very nice! Check it out if you can.

The Year 2000 is less than **172** days away! You owe it to your company to read our *free* Y2K Report. Don't wait until it's too late. Call and request our document **907122** or check here ☐.

Office 2000 Available. That's right folks, Office 2000 is now on the shelves. We have it, and we have put together our first *Office 2000 Review*. If you're interested in reading about what's new, or you'd like pricing, call for doc **907130** or check here ☐.

Computer Training. Computers don't make your company money. *People who know how to use computers* do. We have classes available in most popular business applications. We don't waste time with topics your people don't need. We get right to the point with *productive solutions* to your business needs. For a schedule of classes, request doc **907124** or check here ☐.

Computers. Amicron's July Special: M2-333 Processor, 64 MB RAM, 6.4 GB Hard Drive, Full Multimedia. Only **\$851**. For details and specs, request doc **907125** or check here ☐.

Stop! Before you buy your next computer, you owe it to yourself to read our report *What You Should Know Before Buying A Computer*. It's free. Doc **907126** or check here ☐.

Upgrade Your PC. Need More Speed? Upgrade your old PC to a *blazing fast* new M2-333 processor & motherboard for just **\$259**. Includes 32 MB of RAM and installation fee. For details, request document **907127** or check here ☐.

Notebooks. Looking for a new notebook computer? You can remain portable without sacrificing power. We carry a complete line of AMS Tech notebook systems starting at \$1459. And yes, we do have a **demo unit** available for you to test drive. Call for doc **907128** for complete information, or check here ☐.

Custom Databases. Not sure if your existing software is Y2K compliant? Tired of changing your business to meet your *software's* requirements? Amicron can develop a custom database or other software solution to conform to *your* company's needs. Call for doc **907129** or check here ☐.

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ComTech 99. Formerly the *Buffalo Computer & Business Show*, this year's ComTech (Oct 6 and 7) is going to be the best yet! For free tickets request doc **907131** or check here ☐. Remember, ComTech is for much more than just computer companies. If you would like information on exhibiting, request doc **907132** or check here ☐.

To request a document by fax, simply place a check mark in the boxes next to the documents you wish to receive, and **print** the following information clearly. Fax this page back to us at 716-833-6724.

Name: _____

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Documents are **free** by fax to the Buffalo/WNY area. You can call us at 716-837-4685, fax us at 833-6724, (716-677-4737 and 716-677-4742, respectively, after August 1, 1999) email us at cfaqs@amicron.com, or visit our web site at www.amicron.com. Be sure to leave your name and fax number. For a complete listing of documents, or for back issues of this newsletter, request document **907999**. *ComputerFAQs* is copyright ©1995-1999 by Amicron Technology Services, all rights reserved. Please contact us if you are interested in any of our products or services, or if you would like your number removed from our database. We never sell our database of fax numbers to any outside sources.

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