

# COMPUTER FAQs

Frequently Asked Questions About Computer Technology

Vol 6, Num 7, Issue #88

Circulation 29,202

October 2000

## Windows Me

Microsoft has done it again. Now that you've finally gotten used to Windows 98, the next version of their consumer-targeted operating system, **Windows Millennium Edition**, or Windows Me for short, has hit the shelves. The big question is, "should I upgrade?" The short answer is, "it all depends on your situation." Depending on the kinds of hardware and other software you run, and whether or not you're currently experiencing any problems, you may or may not want to consider upgrading to Windows Me, or the also-newly-release Windows 2000 Pro. Want to know more? Call and request document **010051** for a free copy of our complete Windows Me Review.

**Q:** I'm printing a long document in Word that I would like to spiral bind and hand out to my clients. The problem is that I'm doing double-sided prints, and the page numbers all come out on the wrong side of the page for the even pages. How can I get the odd pages to put the page numbers on one side of the page, and the even numbers on the other? > Sue, Hamburg

**A:** Sue, you can't do this easily with the *Insert > Page Numbers* feature in Word. A technique we teach in our Word course is to create page headers and footers, then go into *File > Page Setup* and tell Word to use "different odd and even" page headers and footers. Now, you can perform an *Insert > Field* and insert page numbers on both sides of the page. Sound complicated? It's not. We suggest you come in for one of our Word courses. Or, call and request document **010052** for step-by-step instructions how to do this.

### COMPUTER TRAINING

We've completely redesigned the way we offer classes. From the feedback we have received over the past **six** years of offering computer training, we've discovered that people prefer multiple-session courses over stand-alone classes. So, we're now offering most of our computer training as three-week and six-week courses. Best of all, our prices haven't changed much. In fact, our Windows course now costs **less** per class than before. Here are a few courses starting soon:

Course	Starts	Weeks
Using Windows	12/22 6pm	3
Using Word	11/8 9am	3
Using Excel	12/5 6pm	3
Access Developer	12/6 6pm	6
Web Page Developer	11/20 9am	6
Windows Administ.	12/7 1pm	6

We have **many** more courses on the schedule, including PowerPoint, Outlook, Publisher, Internet, Visual Basic, and much more. For a complete copy of our schedule, and pricing, request document **010053**. Sign up for a daytime class before 11/1 and get a free *PCDoctor* preventative maintenance service.

### OCTOBER PC SPECIAL

We have a **great** computer system deal for October. Check this out: 600 MHz processor (not the fastest, but a very good value, and perfect for an office workstation), 64 MB of RAM, 7.5 GB hard drive (again, more than big enough for the office), 52X CD-ROM, and Windows Me (or Windows 98 if you prefer). All this for **only \$699**. Now, this unit as it stands right now makes a perfect office system to replace an existing unit. However, if you need a full machine, for just \$369 we can add a fax modem, keyboard, mouse, network adapter, 280 VA UPS, 15" monitor, and our **Gold Service Pack** with 1-year onsite warranty. Like more information? Call and request document **010054**.

**Q:** I'm trying to get the total of a column of values in an Access report using the *SUM* function. I could swear I've done it correctly, but Access keeps giving me an error message. What's wrong? >Rick, Buffalo

**A:** Rick, if you've done what I think you've done, it's a common mistake with Access developers. You cannot put calculations (such as *SUM* functions) in a page footer. You have to click on *View > Report Header/Footer* and put your calculation there. We teach this in our Access courses.

### NOTEBOOK, ANYONE?

We just received new notebook computer pricing for the 4th quarter. We have a 400 MHz unit starting at **\$1299**, and a fully-loaded 750 MHz powerhouse for just \$3199. For pricing and specs, request **010055**.

**Q:** I have a machine from a national computer manufacturer (we won't name names). I've been told that I can't upgrade this PC without replacing everything. Is this true? >Bob, Lockport

**A:** Well, Bob, we won't name names either, but a lot of the national computer manufacturers (like Gateway, Dell, Compaq, oh - I said we weren't going to name names - oops) are large enough to have components made just for them. So, for example, Gateway has custom cases made just for their computers - which some "standard" devices won't fit into. We have a whole report put together that explains the ins and outs of upgrading your system. Request document **010056** if you would like a copy.

### NEED MORE SPACE?

Running out of room on your computer? Need more hard drive space? We can add a **30 GB** hard drive to most systems for as little as **\$199** including installation. For complete details and pricing, please request document **010057**.

### INTERNET ACCESS

Amicron is your **full service** Internet Access provider. We don't **just** provide Internet access. We provide a wide range of supplemental services and products to complete your Internet needs. ● We have regular dial-up service available for as little as **\$14.36** per month with up to 5 email boxes. ● We can provide your business with high-speed Internet access with DSL service for as little as **\$75** per month. ● We can set up your existing dialup or DSL connection to be **shared** among all of the users in your office. ● We can register your domain name, host your web site, and even build your web pages for you. ● We can train you and your employees in how to efficiently and effectively use the Internet. ● We can set up a complete eCommerce site for you, including a shopping cart and online credit card transactions. ● We can develop a front-end database which connects to your web site to control every facet of your business from customer and contact management to accounting and inventory. ● The sky is literally the limit. If you would like more information, please request any of the documents listed below.

### OTHER DOCUMENTS

**010058** FAQ: What you need to know about the Net  
**010059** Internet service for only \$14.36 per month  
**010060** DSL High Speed for only \$75 per month  
**010061** Share one Internet connection in the office  
**010062** Web Site Hosting for only \$20 per month  
**010063** Complete Web Sites starting at \$199  
**010064** Internet training in our facility or yours  
**010065** eCommerce solutions for your business  
**010066** Subscribe to *AmicronNews*; free newsletter  
**010067** Disaster Recovery & Prevention Guide  
**010068** Keeping your web surfing a secret  
**010069** Upgrade to 500 MHz for just \$289

### DOCUMENT REQUESTS

To request a document, simply **circle** the document numbers you wish to receive, and fill out this form. Fax this page back to us at **716-677-4742**. All faxes received by November 30, 2000 will be entered into a drawing to win a **free PCDoctor** maintenance service.

Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

☐ Send no documents; but enter me in your drawing.  
☐ Please stop sending me *ComputerFAQs*.

Documents are free by fax to the Buffalo/WNY area. You can also request documents on our web site at [www.amicron.com](http://www.amicron.com), or you can send us an email at [cfqs@amicron.com](mailto:cfqs@amicron.com). *ComputerFAQs* is copyright 1994-2000 by Amicron Technology Services, all rights reserved. Our office is located at 2630 North America Drive, West Seneca NY 14224. We have office hours Monday through Friday from 9:00 am until 5:30 pm. We **never** sell our database of fax numbers to any third parties. If we have reached your fax number in error, please let us know and we will promptly remove your number from our database. Thank you.

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