

"Give a man a fish and he will eat for a day; teach a man to fish and he will eat for a lifetime."



Catch of the Day



Learn To Fish the vast ocean of computer know-how!

Organizing Your Virtual Photo Shoebox

by Kathy

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In the "old days" when film photos were primarily preserved as prints, those that didn't make it into albums were often stowed away in boxes under the bed or in the closet. Unless you were really organized, you sifted through a whole bunch to find the ones you wanted. Now with digital photography we have a ton *more* pictures to keep track of. Do you know how to catalog them, or do you just keep them in a virtual shoebox of file folders?

Using software to maintain a library of your photos makes them far more accessible than just keeping them in folders. Useful features you'll find in photo organization software include:

Albums and collections. A software album is just a digital version of a physical one for manually grouping your pictures. On a computer you can put the same photo in as many albums as you want. Some programs have "smart" albums that are automatically updated based on certain criteria that you choose (e.g., photos taken on a certain date).

Titles and captions. As soon as you can, add titles and captions to your pictures so you don't forget important information such as locations.

Tags and keywords. If your program supports it, "tag" your photos. Tags are words you attach to pictures to make them easier to find later. For example, if you tag pictures of your friend Sally with her name, you can later search in your software for the word "sally" to find her pictures.

Your digital camera probably came with free software to get you started. Learn its features and turn your digital shoebox into a rich library. ♦

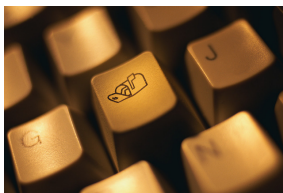


Service Spotlight: Excel Help



Microsoft Excel is one of the most powerful, yet misunderstood programs out there. Get the basic training you need to unlock the mystery of spreadsheets and make a good impression on the job. To schedule a lesson, call LTF Tech at **(518) 724-0828** or e-mail info@LTFtech.com.

Shortcut of the Month (brought to you by the letter ...)



Increase efficiency with keyboard shortcuts!

Programmable Keyboards

Some keyboards, like some that come with name-brand computers, have extra buttons that can be programmed to do common tasks like checking your e-mail and controlling your music player. If you have such a keyboard, read the manual to learn how to use these shortcut buttons. A programmable keyboard might also make a good gift for someone who is just learning the computer.

The Random Resource

...because your computer isn't just for computing

It's inconvenient when nature calls (or anyone else for that matter) in the middle of a movie. The site RunPee.com aims to provide relief by identifying ideal times during a flick to take a break without missing much action. "PeeTimes" for each movie are shown on a timeline accompanied by visual or dialogue cues. A helpful plot-scrambling feature avoids spoilers.

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