

# "MegaBit Minute"

MegaBit Consulting, Inc.  
Technology Newsletter by Jason Stenvold

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## Bad Groundhog !

Punxsutawney Phil saw his shadow, so that means 6 more weeks of winter :o( You'd think that, knowing it's a sunny day, someone could put an umbrella over his house - problem solved - no shadow - shorter winter :o) Who knew he has his own website! Click [HERE](#) to view.

## Viruses !

Another segment on viruses! Every month, new threats appear, so there's more stuff to talk about!

The latest round of viruses have been pretty tricky about displaying a new window, in the middle of your screen, saying that you are infected and that you must clean your computer by clicking on a button.

None of the major antivirus software companies notify you in this manner. Those companies are very clear about showing you their company name in the header of the window and always show a display window that originates from the lower-right corner of your screen.

There are some viruses that popup from down there, but they never say their true company name. For example, the major players will show their names: McAfee, Norton, Symantec, Computer Associates and so on.

When in doubt, be suspicious. Don't click on anything, just move the window off to the side of the screen, so that you can finish and close what you are working on.

Don't shutdown your computer - call me first. If you don't get in touch with me right away, you can continue working, just don't browse the Internet or click on any of the suspicious windows.

In the meantime, do this:

- press ctrl-alt-del to bring up the Task Manager screen
- click the 'processes' tab
- click the 'image name' tab, to sort the list
- highlight 'iexplore.exe'
- click the 'end process' button

## Tips-n-Tricks

### Keyboard Shortcuts

Did you know that many functions that you perform with the mouse, can be done with keyboard

commands? They can save a bunch of time and are very handy.

A full list of shortcuts can be found [HERE](#).

Here are some of my favorites:

*ALT+F4* (Close the active item, or quit the active program)  
*ALT+TAB* (Switch between the open items)  
*Windows Logo+BREAK* (Display the System Properties dialog box)  
*Windows Logo+D* (Display the desktop)  
*Windows Logo+M* (Minimize all of the windows)  
*Windows Logo+ L* (Lock the keyboard)

## RSS Feeds

What's this? Some type of Instant Message cryptic text that your kids sent you? Nope, it stands for Really Simply Syndication. It's a way for companies to 'push' out headlines/news articles to your computer automatically - in real time, as it happens!

How to get these 'feeds'? The easiest way is from inside the Microsoft Outlook email program. Since we all live and breathe Outlook all day, it's a natural fit to get your news briefs, along with your emails, without having to go to your web browser and browse a bunch of different web sites. These headlines automatically pop into Outlook. For me, I have Kare11 and MSNBC headlines setup. Outlook 2007 comes with a RSS reader, Outlook 2003 requires you to install a piece of software called 'RSS Popper'.

## Customer Corner

**What's it like to be Jason at work?!** Here's a peek into one of my typical support calls.

### "I Can't Print!" or "I Can't save my files!"

Every time I click 'print' or 'save', I get a non-descriptive error saying 'unable to write file'.

The first thing I look for, is available disk space. Right-click the Start Menu, choose Explore, click on My Computer, click View-Details. The list of devices now shows me how much free space is available. The 'Free Space' column on 'Local Disk (C:)' should show numbers with GB or MB behind them, not KB. A number with KB is a bad thing - your out of space - you won't be able to print or save files!

Now I have to identify what's taking up all the space. A daunting task, considering a typical computer will have thousands of directories that you'll have to search through. But, I have a secret weapon, by the name of TreeSizePro! This is a software tool, that scans your whole computer, sorts and displays a bar graph of all the directories that are taking up the most space. In a matter of minutes, I'll be able to see what files are hogging all the disk space. Then, it's just a matter of deleting the unwanted files.

Most of the time, the culprit is iTunes - music and video downloads take up huge amounts of space. Other times, it's duplicate copies of the entire "My Documents" folder that were mistakenly created. I've also seen a complete 'backup' of the computer, that's been backed up onto itself, if that makes any sense :o)

Saving and Printing now works! **Customer Happy - Me Happy :o)**

## Fun Stuff

**Having a rough day?** Click these links to make it all better :o)

[Time Lapse Video: Raising the US Airways plane from the Hudson river](#)

[Funniest Clown Commercial Ever !!](#)

["America's Got Talent" - Quick Change Artists - this is crazy cool !](#)

[Game: Air-Hockey](#)

[Game: Snowboard Betty](#)

### Newsletter Archives

Missed a previous Newsletter? Click the month below to view them. They can also be found on my website, [megabitconsulting.com](http://megabitconsulting.com)

[2010-01](#) ~ [2009-12](#) ~ [2009-11](#)



I specialize in supporting small/medium businesses. Please consider passing my info on to a friend or neighbor. **Personal referrals** are the best possible way to expand a business and I appreciate being able to support your computers!

Sincerely,

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*"The highest of distinctions is service to others."*

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