



# Department of Information and Communication Services

December 2004

**BITS & BYTES**

Issue: 2004-12

**Happy Holidays!** As the Christmas Season draws near, the pace seems to quicken as we make final preparations for one of the happiest times of the year. I'd like to take just a moment, and thank you all for the very important contribution each of you makes. I know sitting in front of your computer terminals hour after hour, you might wonder at times? :-)

I can tell you that every single keystroke you make is the only way the job gets done. I know that it is not always easy, but in the end it is our 35,000+ members that directly benefit from your dedicated efforts.

Thank you, and have a safe and happy Holiday!

Jeff Mahl  
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## **Information Systems Division**

This year is almost gone. A reminder to all in the "IS" chain: Be sure to download each of your Unit Summary Reports as of 31 December 2004. There is only a three day window where the information will be accurate for the year 2004. This is when the DIRAUX offices close on 31 December and before they open on 3 January 2005. These reports are necessary for calculating the National Awards for Recruiting.

AUX-10, AUXDATA/AUXINFO "C" School dates have been firmed up. There will only be 18 seats in each class. If you have any newly appointed "IS" officers make sure they receive the following information and have them request a seat in one of the following classes:

St Louis, MO - 21-23 January 2005; Instructors - Rudy Stanek & Vickie Vose, On-Site Coordinator - 8WR DIRAUX

Alameda, CA - 19-21 February 2005; Instructors - Marilyn McBain & Pamela Berger, On-Site Coordinator - Mitchel Hempstead, D11NR DIRAUX

Miami, FL - 16-18 March 2005; Instructors - Eloise Barth & Marilyn McBain, On-Site Coordinator - Vickie Aponte, D7 DIRAUX

Coast Guard Academy - 28-30 May 2005; Instructors - Bill Tooker & Yvonne Bangston, On-Site Coordinator-(TBD)

As you see we are missing an On-Site Coordinator for the CG Academy. If anyone is willing to volunteer to take this on, please contact me or Vickie Vose, DC-Id.

Tom Miller, DSO-CS-13, is working on a website for the AUX-10 information for students and instructors. When it is complete, it will hold the necessary training material for the course, information necessary for reservations and travel to the class, etc.

<http://www.uscgaux.org/~aux10/>

A happy holiday season to all of you.

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**Don't forget Form 7006!** -- With the elections over and Changes of Watch now complete, it's time to start entering the annual Change of Officer Report:

<http://www.uscgaux.org/~forms/archive/a7006f.pdf> This is \*very\* important, as many mailing lists are now keyed of the "Office" held field in AUXDATA. To insure that all newly elected and appointed officers for 2005 are getting the information they need to do their job, their office needs to be updated in AUXDATA. It is also important for IS Officers to remember to delete the office designation from last years officers who might no longer hold that position.

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### **Factoid**

Adware and Spyware are becoming increasingly prevalent, and in most cases neither your Antivirus nor Firewall will protect you from it. If your machine is running slower and slower, these may well be the culprit hogging up bandwidth and sometimes even reporting your activities back to the "mother ship". Two products that work quite well to solve this are available for FREE!

Adaware: <http://www.lavasoftusa.com/> or Spybot: <http://www.safer-networking.org/en/index.html>  
You will be amazed the first time you run anti-spyware software to clean your system. It is not unusual for members to have 20 or more of these nuisances running hidden on your system.

### **Cyber Spot of the Month**

Verizon offers a good basic tutorial on the Internet starting with "Lesson 101". For someone new to computers or to the use of the Internet (including basic terminology and functions), this is a great place to start: <http://www.superpages.com/cgi-bin/php/ilt/lessons/lesson101.html> It's done in simple straight forward terms, and even more experienced users might pick up a tip or two!

### **Did you know?**

Are you getting bored looking at the same old desktop day after day? You can change the background easily by: Right Click Desktop (any open area) > Properties > Desktop Then you can browse for your favorite image (maybe a grandchild, or tranquil beach :-). You can even "stretch" in the "Position" drop down, (if the image is properly proportioned) to fill your full screen.

### **Reminder:**

This mail system is for use only for the distribution of Bits & Bytes, and other I-CS Department information. It is not to be used for any other purpose. Thanks for your cooperation.

### **Viewing problems?**

Check the Bits & Bytes Archive for a complete list of \*all\* issues at:  
<http://www.cgaux.org/cgauxweb/infoserv/BandB.htm>

**Bits & Bytes**

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