



The Website Fashion Police are watching.

Society has a kind of group aesthetic, called fashion. For a while people wear back-to-nature clothes and avoid haircuts, kitchen appliances appear in earth tones, and sitcoms feature salt-of-the-earth dialogue.

On Web sites, first there was the utilitarian look, then the online-can-do-anything-print-can-do look, then the CNET-invented leftside-vertical nav-bar with a color-GIF behind-it look, and then the every-site-is-a-portal look. Although more originality and less following-the-leader are always good, fashion still plays an important part in Web design. And keeping up with the various Web trends is one clear indicator as to when it might be time to redesign your site.

For more tip-offs that it's time to redesign, look to Web mastering For Dummies, by Daniel Tauber and Brenda Kienan.

Capture an Outlook e-Mail Address

In Outlook 2003, here's a quick way to capture an e-mail address from an incoming message. Right-click the name of the sender in the From line of the incoming message block. The From line is not a normal text box, so you may not think that right-clicking it would do anything, but it does. A shortcut menu appears. Click Add to Contacts to open the New Contact form. Type your information in the appropriate box on the New Contact Form. Click the Save and Close button. You now have the e-mail address and any other information for the new contact stored for future reference.

For more information like this, get a copy of Outlook 2003 For Dummies, by Bill Dyszel.

HAPPY HOLIDAYS



From all of us at ISOC

Cable Modem Vulnerability

Computers with always-on connections are a favorite target of hackers. Some computers — especially Windows-based computers with shared resources, such as shared folders or printers — announce themselves on the local network so that other users can easily find these shared resources and connect to them.

This is great in a home network, but with a cable modem, these computers announce their shared resources to everyone on the same cable segment. This means that your neighbor's printer may show up as a resource as you look for the shared printer on your spouse's computer.

Although a cable modem connection does not present a danger to a securely configured computer, many people don't take the proper security precautions and suddenly find that a stranger has connected to their computer or has sent a mystery message to their printer.

Keep cyber-invaders at bay with the information in Firewalls For Dummies, 4th Edition, by Brian Komar, Ronald Beekelaar, and Joern Wettern, PhD

The Bar Full of Buttons Just Fell Off!

It's happened to the best of us. We reach up to click a button from the row of buttons along the top of a program or on the taskbar at the bottom of the screen, when all of a sudden something awful happens.

The entire row of buttons falls off and appears as a bar or window in the middle of your program. What did you do wrong? Nothing, it turns out. Microsoft figures that some people enjoy the versatility of placing their buttons in the middle of their work. So, Windows lets people drag the button bar off the program and place it someplace else.

To place the button bar back where it started, place the mouse pointer on the bar, hold down your mouse button, and drag the bar back where it belongs. Release the mouse button, and the bar reattaches itself. Or, if that's not working right, try double-clicking the bar. The bar often reattaches itself automatically.

If a toolbar flies off your taskbar, right-click the taskbar and choose Toolbars. Remember which toolbar has a check mark next to it, and then click its name. The toolbar disappears. Right-click the taskbar again, choose Toolbars, and click the name of the same toolbar. After the toolbar reappears, it should resume its rightful position.

Get more done and have more fun with help from Windows XP For Dummies, 2nd Edition, by Andy Rathbone.

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"Collect and Paste" in Word

One of Word 2003's nifty features is the ability to store more than one cut or copied block of text in the Clipboard at a time. So you can cut, cut, cut or copy, copy, copy, and then pick and choose which of those blocks you want to paste back into your document. They call it "collect and paste."

To view the Clipboard, just choose View, Task Pane, click the downward-pointing triangle in the task pane, and choose Clipboard from the menu. You'll see a list of all the things you've cut or copied.

To paste any collected text in the Clipboard, place the cursor's insertion point where you want to paste the text in your document, and click that chunk of text in the task pane. To paste something else, just move the insertion point again and click on another chunk of text.

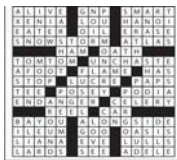
For more information like this, get a copy of Word 2003 For Dummies, by Dan Gookin.

Your Word for Today.

fe-lic-i-tous (fĕ-lĭ-s'ĭ-təs)

adj.

1. Admirably suited; apt: a felicitous comparison.
2. Exhibiting an agreeably appropriate manner or style: a felicitous writer.
3. Marked by happiness or good fortune: a felicitous life.



Webster's Revised Unabridged Dictionary, © 1996, 1998



THE INTERNET COMPANY
Serving Clients since 1994
Internet Connectivity, Web Site Design, Web Site Hosting, and Server Collocation.

Employee Spotlight



Daniel R. Ratliff

Account Manager

Dan has joined ISOC as an Account Manager. He will be responsible for sales, customer service and account management for new and existing commercial and residential accounts.

Before joining the ISOC Team, Dan was a freelance web developer. He also worked in computer services, specializing in hardware and software repairs and upgrades in Indianapolis.

He is currently attending Beckfield College in the area of Network Administration and working towards his certifications. He plans to be certified as MCSE, A+, Network+, and MCP within the next 18 months.

Dan enjoys working on computers, playing guitar, cooking, and spending time with friends and family.

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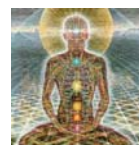
ISOC Customers say it best:

I have been nothing but pleased with your company's services, from my first contact to all the details your tech guys have helped me with through the years. . . . I'm passing your name out regularly to other companies looking for hosting/development needs. Hope some of it comes back to you.

Bill

Wisdom to Live by.

Perhaps the most valuable result of all education is the ability to make yourself do the thing you have to do, when it ought to be done, whether you like it or not; it is the first lesson that ought to be learned; and however early a man's training begins, it is probably the last lesson that he learns thoroughly.



Thomas H. Huxley (1825 - 1895)

I am still determined to be cheerful and happy, in whatever situation I may be; for I have also learned from experience that the greater part of our happiness or misery depends upon our dispositions, and not upon our circumstances.

Martha Washington (1732 - 1802)

The greatest discovery of my generation is that a human being can alter his life by altering his attitudes of mind.

William James (1842 - 1910)

Ask a Tech

Have you searched all over the web for an answer to a question that you just can't find? Well choose ISOC's [Ask-a-Tech](#) on [ISOC's Support page](#), and you can send an email to one of our Technical Support Staff. They will gladly try their best to answer your question and provide helpful insight.