Radio Days – 2011-04-23

Tip of the Week – Backups Can Fail

A client recently had a problem with their email program: all the emails in their inbox had gone. Recovering the inbox from their backup showed that it had become corrupted at some stage during the last few days. They, like so many people, had two backups which had been performed over the last two days using my favourite backup program: SyncBack. This program has three versions: free, normal and enterprise. The enterprise version is not for most people, so that leaves just two versions to consider.

- **Free**: fine for most uses but keeps only one copy of each file in each backup. This did not help my client in this case. For many users this is the version which I recommend because they do not have many changes to the files which they want or need to keep.
- **Normal**: this version is the one which I use because it keeps many versions of a file. This allows you to have more chances of recovery in the case of any disaster. This is the version which I recommend for business users or those who make many changes to their data files. At US $35 this is cheap insurance.

Please make sure that you have a working backup, and that it works when you need it! As I have found over nearly four decades in computing the only thing worse than not having a backup is having a backup which is of no use!

Mouse Buttons

Most mice have three buttons, although many people only see two of them. Some mice have more buttons but they are not the standard ones which most people use. For most people the left mouse button is the only one used, and then there is the worry about whether to use one click or two. Let's see if we can remove some of the confusion about this one. For most people the following is true:

- Use one left click for a menu item
- Use one left click for a link on a web page
- Use one left click for a link on the task bar (Windows 7) or the quick launch bar (Windows XP or Vista)
- Use a double left click for items on the desktop

The right mouse button does one thing and one thing only: it opens a context menu. The context menu which you see when you click with the right mouse button varies depending on where the mouse pointer is when you click. This is why it is called a *context menu*. To access an item on the context menu use a single left click just as with any other menu. If you want to close this (or any other) menu just press, then release, the *Alt* key once your keyboard.

There is another button on a mouse which many people do not see as a button: the wheel between the two normal buttons. Press this wheel down once on a link in a web page and it opens the link in a new tab rather than opening it over the current page. This trick can help you browse more quickly, especially when you are searching. I urge you to try it, then learn how to see the tabs at the top of your browser window.

All web browsers have had this option for some years now so it is amazing that so many people are unaware of it. I see so many people who, when searching, open a page from the search results then use the back arrow to return to the search results from whence they open another result. This is so inefficient compared to using the middle button to open tabs.

Further Information

None this week