



# The Quail Runner

For and By the Residents  
Of Quail Run



January—February 2015

Began Publishing 2003  
www.QuailRunHudson.com

Hudson, Massachusetts

## The 12<sup>th</sup> Annual Polar Bear Dinner

The Polar Bear/Valentine Dinner will be held at the Community Center on Saturday, 14 February catered by the popular The Buffet Way.

Dinner Choices are: Sirloin Tips, Baked Haddock, or Apple stuffed Baked Chicken and dessert.

Doors open at 6:00 P.M. to meet and mingle and enjoy some appetizers. Dinner at 6:30. Coffee, tea served or BYOB

The cost is \$29.00 per person, payable in advance. **The absolute deadline for signup is Saturday, February 7<sup>th</sup>.**



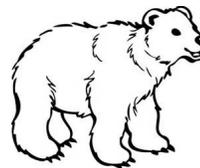
If you haven't already signed up, please return this form with a check made out to **Carol Suslowicz**, 6-E Autumn or **Claire Kilcommins**, 5-E Autumn.

Name \_\_\_\_\_ Telephone# \_\_\_\_\_

Chicken \_\_\_\_\_ Sirloin Tips \_\_\_\_\_ Baked Haddock \_\_\_\_\_

Name 2. \_\_\_\_\_

Chicken \_\_\_\_\_ Sirloin Tips \_\_\_\_\_ Baked Haddock \_\_\_\_\_



Total amount of check \$ \_\_\_\_\_ Please inform us of any dietary restrictions.

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### Board of Governors (BOG)

Thanks to everyone who braved the elements to attend the Annual Open Budget Meeting. By now you should have received a copy of the 2015 budget presentation via email or by mail for those without an email address.

We renewed our Master Insurance policy with Arbella. They conducted a review of our coverage which included a valuation of the buildings. Upon completion of the review Arbella determined that the current blanket building limit was under-valued based on the current reconstruction costs of the area. Arbella has valued the total blanket building limit to be \$42,095,835. The Association was carrying a limit of \$38,878,520. In order to maintain re-

placement cost with an Agreed Value endorsement (which removes the coinsurance penalty) Arbella requested that we increase the building limit to \$40,557,104 for 2015 which is included in our new policy. They requested that we again increase our building limit to the blanket value in 2016. They also agreed to issue the renewal without a rate increase and only increase the premium for the increase in building limit. The increase in premium was reduced when the Board elected to increase the deductible to \$10,000. Overall the renewal came in at just over a 1% increase (\$995 above 2014). The 2015 insurance cost is \$77,176, while the 2014 insurance cost was \$76,181. The Budgeted amount for insurance is \$83,799.

(Continued on page 3)



### The Quail Runner Staff

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 6/11 Autumn Mary Lewis  
 1/3 Strawberry Sally Mauro  
 2/4 Strawberry Barbara Champine  
 5 Strawberry Lee Rouse  
 6/8 Strawberry Toby Allen  
 7/12 Strawberry Barbara Paradiso  
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 6 Rotherham Harry Morgan

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**Technology Corner—** Carole Perla  
 & Pete Recklet  
**What's Up —** Beverly Beylouné  
**Area News—**Barbara Champine  
**Healthy Living—**Peggy Rittenhouse  
**QR Real Estate News—**Hugo Guidotti  
**QR Cook Book—**Claire Kilcommins

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**Website: QuailRunHudson.com**  
**Published first week of Febru-**  
**ary, April, June, August,**  
**October, December**



**Deadline the 23rd of previous month.**

Copies of the *Quail Runner* can be emailed to a friend, relative, or yourself. Contact the editor if interested.

**Back issues of the *Quail Runner* are available from the editor.**

### Vacation Delivery

Give your reporter or the editor a long envelope with two first class stamps and your vacation address. Or you can get issues emailed to you, or view the current issue on

**www.QuailRunHudson.com.**

### Editor's Desk

MJ Ebens, editor



As you may notice, this is a smaller *Quail Runner* than usual. **Peggy Rittenhouse** is away, so we're missing her Health column. Also, I had several photos that I wanted to include, but the software wouldn't cooperate.

I've been pushing to get this edition out as early as possible so that everyone gets a chance to sign up for the Polar Bear dinner. This is our 12<sup>th</sup> annual — something that **Terri Kilshaw** started when Quail Run was just getting going. We had our first few dinners at various local restaurants since the Community Center had yet to be built. Now we can just go a short way to an excellent and fun dinner and evening.

As pointed out in the Board of Governors (BOG) column, we have an important meeting coming up in May. That is also when our three volunteer committees will be looking for new members. Consider volunteering to be part of the active life here at Quail Run by joining the Social, Building & Grounds, or Communications committee. The work is satisfying and fun!

MJ

### Holiday Trash Pick Up

Allied/Republic Services' 2015 holidays that delay our trash and recyclable pick up until Wednesday are as follows:

- President's Day 02/16/2015
- Patriot's Day 04/20/2015
- Memorial Day 05/25/2015
- Labor Day 09/07/2015
- Columbus Day 10/12/2015
- Veteran's Day 11/11/2015



### Our Board of Governors

**Angela Donato** [bondona@comcast.net](mailto:bondona@comcast.net) 978-562-3875  
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**Klaus Schneller** [kssmet@verizon.net](mailto:kssmet@verizon.net) 978-562-1779

This listing also appears on page 2 in the *Quail Run Directory*.

**BOG New** continued from page 1

This leaves us with a favorable 2015 budget insurance variance of \$6,623.

The financial figures for year end 2014 are in and it appears we will finish the year with a very slim surplus. The Board will determine the best use of this minimal money, and the insurance favorable variance at our January Board meeting. There are several items to be addressed that were not funded in the 2015 budget. It did not include an increase our contribution to the reserve account. Per our revised reserve study, our reserve account is under funded. In order to not increase our condominium fees, the budget for 2015 is very conservative.

We have had some difficulty obtaining the appropriate light bulbs for the light posts by the mailboxes. Once this is resolved, **Klaus Schneller** will replace the burned out bulbs.



To date (January 23) we have received minimal snow and have received only a couple of complaints. They were regarding damage to the lawns and moving snow from the circle drives in order to permit parking in the circle without a hazard. Let's hope the rest of the winter goes as well.

In mid-December we received the November Building and Grounds Committee Report. Most items on the list will need further review in the spring. The Board appreciates the committee's input and will address structural issues first and what our budget can support after that.

May is coming. We will be electing our new Board. Please look at your time/interest in making a commitment to serve on the Board.

Also just a reminder, due to the lack of a quorum in May 2014 all Board members are up for election in May. Please make your vote count.

**If a quorum is not received this May, your condominium fees will be spent on lawyers as we may not legally continue to function without legal intervention!**

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**Technology Corner** (Continued from page 10)

3. From Time Machine's preferences, hit "Select Backup Disk" and choose your external drive.
4. That's it! OS X will perform its first backup (during which you'll want to keep your computer on), and from then on it'll back up in the background with no work required on your part. If you ever need to restore a file, just click on the Time Machine icon in your menu bar and hit "Enter Time Machine". From there, you can search through your old backups for the files you lost and restore them to your hard drive.

There is, of course, one downside to this method. While it'll save you if you accidentally delete a file or have hard drive issues, it won't save you if, say, you have a fire. For truly bullet-proof backup, you'll want to back up all your data online, so you can get it back wherever you are (and whatever happens to your hardware).



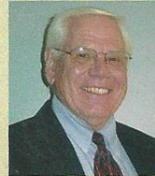
### Quail Run Real Estate News

by Hugo Guidotti  
Your Resident Quail Run Realtor

Some major changes are happening in my Real Estate Business life!! As of February 1, 2015 I will no longer be affiliated with Berkshire Hathaway, Prudential Prime Properties or 495 Realty Group. The logo and business card seen here will no longer appear with my regular column after this edition of the Quail Runner. So many changes happened in such a short time it has left my head spinning. My companies kept getting bought out by bigger companies. Sooo, I have decided to act as my own broker and work for my self and my many friends here at Quail Run and in Hudson in general. Since I will still be with the Greater Worcester Board of Realtors and the Multiple Listing Service (MLS) I will have all the support I need to help folks at QR with their home selling and buying needs. BUT I will now have the freedom to make decisions to help my clients without having to follow a company policy. This could result in reduced commission fees and other expenses normally paid by the buyers and/or sellers. I will be sending a letter of explanation to all QR homeowners. My new company name will be HugosHomes Inc and my e-mail address will be hugoshomes@aol.com and of course my home address remains 5A Autumn Drive. My cell phone as usual is at 978-857-9712 and is always available.

I am looking forward to serving Quail Runners as your Resident Quail Run Realtor and advisor/consultant. There have been few changes in the QR Real Estate market. The bank has reduced the price of the Ogden home at 1A Rotherham Way to \$309,900 hoping to receive an offer they are willing to deal with. I have been told to collect all offers and send them to the Bank by February 2, 2015 and they will then decide which offer the Bank will choose to deal with. The buyer of that unit will have to pay \$14,000 for back roof assessments but with the new price reduction that is starting to make sense for a potential purchaser even with that assessment. I still have several strong buyers who are looking for a unit with a 2 car garage but we have no condos available. We desperately need some listings for what the experts believe will be a very active selling season and the spring market is already upon us!! If you are thinking of making a move, now may be the best time. Prices have gone up, interest rates are extremely low and there is virtually no competition here.

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Hugo Guidotti, SRES®  
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N.E. Prime Properties  
433 Main Street  
Hudson, MA 01749  
Bus 978-562-5500 Fax 978-562-5101  
Cell 978-857-9712  
HGuidotti@OwnNewEngland.com  
OwnNewEngland.com

Ⓜ A member of the franchise system of BHH Affiliates, I.L.C.

08/14

## ROMEO's

### Retired Old Men Eating Out (and having fun!)

This group is open to all men in Quail Run. It's a good opportunity to get acquainted and a chance for conversation.

The men have come up with a unique way to choose the next host. Everyone puts a dollar into a kitty and a name is drawn — the *winner* gets the kitty to pay for his lunch and hosts the next lunch.

Their January lunch got taken over by our Recent blizzard. Stay tuned for the rescheduled date.



## Home Alone?

*Help, I've fallen and can't get up!*

Keep your cell phone in your pocket if you'd rather not have an emergency call button around your neck. and set it on the toilet seat when you're in the tub or shower.



**TELL OUR ADVERTISERS  
YOU SAW THEIR AD IN  
THE QUAIL RUNNER.**

# Condo Care

This is a good time to empty the built-in vacuum. It probably needs it once or twice a year

## Extreme Cold Reminders

Here are some things you might want to do and/or check:

- All outside faucets turned off
- Thermostat temperature not set below 60°
- All windows and sliders closed tightly and locked
- For “A” units, run the fireplace occasionally to warm the outside wall behind the fireplace that also contains a pipe for the sprinkler system.
- **Note that the fireplace will operate even in a power outage.**
- In case of area wide loss of power and you need help, call 911.



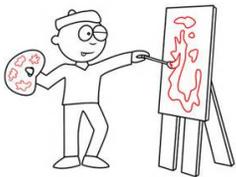
## Paint Night

A local (Clinton) artist will come to the Community Center with all the supplies needed to paint a picture. She supplies everything...paint, canvas, table type easel, aprons, etc. and she will supply a photo of the picture you will paint. She will give instructions where needed.

Her usual fee is \$35.00 per person, but she is willing to do it for us for \$25.00. It is a fun evening. The date is Saturday, 28 February at 7 P.M.

So far 9 people have indicated their interest.

Reply to **Barbara Baker** at [bakerb2939@gmail.com](mailto:bakerb2939@gmail.com) if you are interested in joining the group.



**Moving: Vinnie and Nancy O’Brien**, 9-D Autumn are currently at the Eisenbers Assisted Living Center, 631 Salisbury Street, Worcester, MA 01609. Nancy’s phone: 508-752-5659. They are in the process of moving to New Horizons in Marlborough. They will be missed by their many friends in Quail Run.



## Great Lengths

**Hair & Nails**  
Specializing in all phases of hair & nail care for men and women

508-481-8086  
176 Maple Street, Marlborough

4/15

## Transitions

**Condolences** to the loved ones of **Ben Iannotta**, 3-A Autumn, who died January 20 after a long struggle with illness. He will be deeply missed by **Shirley O’Connell**, his partner of 11 years. Ben loved to fish and in his early years here at Quail Run could be seen in his front yard practicing his casting.

**Condolences to Barbara and Harry Morgan** on the death of their son Matt who passed away on December 27. He had not been doing well these past few weeks and his parents arrived out here on the 9th of December to be with him. He was hospitalized the following day and subsequently his cancer treatments were suspended and palliative care was begun.

Barbara and Harry Morgan want to thank all of you for your good wishes and prayers over the past two years.

For those who have expressed interest, the Morgan family requests donations in memory of Matthew Morgan be directed to support the GRACE (Growing Resiliency and Courage with Cancer) Program under the direction of Arash Asher, MD at the Samuel Oschin Comprehensive Cancer Institute at Cedars-Sinai.

Gifts may be made online at: [www.csmc.edu/giving](http://www.csmc.edu/giving). Please note that the gift is in memory of Matthew Morgan. Donations by mail: Cedars-Sinai Community Relations & Development; Attn: Rebecca Melville 8700 Beverly Boulevard, Suite 2416 Los Angeles, CA 90048p

Checks may be made payable to Cedars-Sinai, please indicate “In memory of Matthew Morgan” or by phone: 323-866-6272

### Quail Run Birthdays

#### February

- Pat Trask, Terry Hanlon, 1
- Ron Ruest, 2
- Susan Ciampi, Joanne Doherty,  
Mary Ellen Moynihan, 3
- Evelyn Spears, Kenneth Ward, 5
- Jean Mercury, 6
- Mary Mitchell, Lori Robak, 8
- Barbara Baker, Gerry Hegarty, 9
- Bob Reid, Howie Pearlman, 11
- Barbara Morgan, 17
- Michael Baker, 22
- Carole Perla, 23
- Elaine Recklet, 27

#### March

- Bob Frame, 1
- Sherry Schneller, 3
- Peter Recklet, 4
- Beverley Duncan,  
Janice Owen,  
Barbara Chisholm, 6
- Sue Rosen, 9
- Clare Moschella, 14
- Kevin Fitzgerald, 29



To include a birthday, contact your reporter or the editor

### Tradesmen Recommendation

WALL to WALL, Carpet Repair: Jim Hesnan, 508-653-8407

AMCHO Carpet Cleaning: Barry Lichtenstein, 508-875-1118. We had all our carpets ( loft, stairs, bedrooms) cleaned by Barry and then had all the wrinkles in the carpets stretched and smoothed out by Jim. Both gentlemen were professional, did an extraordinary job and have been in the carpet business for over 30 years. We highly recommend them.

Karen and George Shaw

### Astrology —

#### What's Up

By Beverly Beylouné

#### PISCES Feb. 19 - Mar. 20

You are coming into your own, dear Pisces. It's been two long years since Mars came to visit you, but he is about to arrive now,



from the beginning of January through to Spring 2015.



The ancient astrologers knew that having Mars in one sign would make you the "It" girl or guy. You will get things your way without compromise,

which may be a new experience - you may not have seen such strong support in a long time. Money may be a matter of temporary concern, when a full moon clashes with Uranus, the planet of unexpected developments now based in your personal financial house. This may give you unwanted surprises having to do with your bank balance. It may be a matter of simply having done a math error, or, if you have a joint account, of your partner writing a large check but not telling you about it until it's too late to stop the damage. But remember this is temporary...

This year you actually have excellent aspects for financial gain. Watch to see what happens towards the end of January and the beginning of February when you should see a check for a substantial amount of money or hear that one will be on the way. Another aspect involving Uranus brings an increased possibility that something electronic won't work right. Be careful not to drop your cell phone or computer, and make sure you have all your treasures with you (cell phone, eyeglasses, sunglasses, wallet, and so forth) as you go in and out of taxicabs, railroad cars, and airplane .... so to avoid disappointment, slow down and check that you have everything with you.

#### ARIES MARCH 21 - April 19

You want to start the year brand new, and indications are you very well might! You will have a big year ahead, so between January 12 and the end of February, spend time thinking about what you'd like to achieve by this time next year. Once Mars enters Aries by the end of February, you will be on your skateboard, moving at the speed of light, with no time to rest! Use the time you get during the second half of January and the beginning of February to catch your breath.

(Continued page 7)

### Recipes from our Quail Run Cooks!

#### Pineapple Teriyaki Chicken

- 6 boneless skinless chicken breast halves
- 1/2 red onion sliced
- 1 green bell pepper, seeded, sliced
- 1 cup teriyaki marinade with pineapple juice
- 1 15ounce can pineapple rings drained



Spray 9x13 baking dish and place chicken in dish. Arrange vegetables over chicken. Pour marinade over vegetables and chicken. Bake uncovered at 350 for 45 minutes. Spoon juices over chicken once during baking. About 10 minutes before chicken is done place pineapple slices over chicken and return to oven



Marsha Strauss, 5-F Autumn

### Good Buys

Have you found items that are a particularly good value? Send the editor your findings to let the rest of the community in on a good deal. These can be food, clothes, household goods and anything else that strikes you as a good deal.

To begin with:

**Kirkland ladies merino wool blend socks.** These are light-weight enough to be used in any shoes that you would normally wear “regular” socks, but they are much warmer. Available through Amazon. \$18 / 4 Contact MJ Ebens for more information.

**Click ‘n Dig Smart RF Item Finder.** Attach this small RF Receiver, to your key ring. Place the RF Transmitter some place such as the rack where you keep your keys. When you’ve misplaced your key, press the button on the RF Transmitter to have the Receiver emit a loud series of beeps. The waves penetrate cushions, walls, doors, clothes, etc. Comes with an extra set of batteries for both the Receiver and the Transmitter. Available through Amazon in either a set of 2 or 4. \$26 for 2, including shipping. Contact MJ Ebens for more information.



Avidia Bank is here to help you open doors and take full advantage of life’s opportunities. Come share your dreams with us. The door is always open.



3/15

### ARIES MARCH 21 - April 19 (from page 6)

You may decide you need to make new friends and contacts, and to that end, reach out to a professional or social organization to widen your circle. The beginning of this year is the ideal time to look into joining groups of any kind, including charities or humanitarian organizations, or even political clubs to help a candidate get elected. At this time other transits will be on hand to help you make long lasting ties. Any time after January 20 would be a fine time to go to a convention, trade-show, seminar, or other meeting where people of like-minded thinking meet. You may also (or alternatively) want to get much more involved with social media.

Socially, you may have a radiant period when Venus, now in Aquarius, in your friendship house, will contact Uranus, planet of surprise. This period through to Spring, and possibly beyond, may bring an unexpected invitation to a party, or if you are single, a friend may offer to introduce you to someone new. This friend would know your type, and go out of their way to help you find love. Occasionally, friends can surprise you, so keep an open mind. Actually you'll find this year that your friends will begin to play an even more prominent role in your life.



### Let Carole or Pete know what topics you’d like to see covered in the Tech Corner.

Between them they cover PC and Apple, other technology applications such as I-Pad and assorted Phones. Carole cperla@me.com Pete precklet@comcast.net

## Area Highlights

By Barbara Champine

### THE BUTTERFLY PLACE

Are you tired of the cold and snow? Why not take a trip to visit the Butterfly Place in Westford, an indoor climate-controlled garden complete with winding paths and flowering plants and shrubs. This habitat is contained within a 3,100 sq. ft. glass atrium towering to a height of over 27 ft. at its peak. The plants are each a source of nectar for butterflies. The atrium contains up to 500 butterflies representing as many as 50 different species from around the world. A 15 minute video presents the life cycle of butterflies. The Butterfly Place celebrates 25 years in business this year, 2015. They reopen for the season on February 14. They are open seven day a week until Halloween (Oct 31) from 10am to 4pm, closed on Easter. Picnicking is permitted. Allow 1 hour minimum.

Cameras are always welcome during open hours. You should be able to get some spectacular pictures. The gift shop has beautiful stained glass ornaments, earrings, books, games and kits. One great gift for a child would be the fiber optic night light. The continuously changing LED light looks like a butterfly fluttering its wings. There are butterfly hatching kits and feeders available in late March.

Admission prices for 2015 are \$12.50 for adults, \$10.50 for seniors and \$8.50 for children 3 to 12. A senior citizen discount is available Monday thru Friday between 1 and 3pm for \$7. Active duty and military veterans and their families receive \$1 off with military ID.

The Butterfly Place is at 120 Tyngsboro Road, Westford. 978-392-0955. Use your GPS to get there or take 495 to exit 32. Go north on Boston Road. At Westford common go right onto Lincoln to Main.



Bear left onto Depot to route 40. Cross over 40, where Depot becomes Tyngsboro road and the Butterfly Place will be on the left in approximately 2 miles.

## Weight & Nutrition Support Group

The group will resume meetings on every other Wednesday morning at 9:30 A.M. for about an hour.

Each of us set our own reasonable goal and the group helps us stay focused.

No dues or fees. The group supports and helps one another by exchanging ideas, recipes, and strategies. We occasionally have guest speakers who help focus us on better dietary options.

Open to all ladies here at Quail Run. Contact **Marcella Monte** – 978-562-0823 or **Marlynn Stott**, 978-567-5912



## Book Club



Meetings are at the Community Center on Wednesdays, 7 to 9 P.M.; generally the last Wednesday of each month.

Contact **Marcella Monte** 978-562-0823, marcellamonte@comcast.net or

**Carole Perla** 978-568-9979, cperla@me.com

## Stitch & Knit

The group meets the second and fourth Tuesdays at 7:00 P.M. each month at members homes. All knitters (or other types of handwork) are welcome.

**Neat trick for knitters. To wind a ball of yarn from a skein, slip a cardboard tube over one beater of your mixer. Attach the end of the yarn and slowly wind away.**

For information on the group, contact **Marie Kapsalis** 978-568-0713



### JULIETS NEWS

All Quail Run women are invited to Lunch —



Wednesday, 25 February, 12:30pm  
**BOLTON STREET TAVERN**  
order from the menu separate checks

Contacts: **Sally Mauro** 978-568-0821.

**Marcella Monte** 978-562-0823

Tuesday, 10 March, 12:30P.M.  
**ZARAPE MEXICAN FOOD**  
33 Maple Street, Marlborough

Choice of menu. Separate checks

Contacts: **Toby Allen** 978-562-7437 **Ginny Fullam** 978-562-2787

Sign up sheet will be posted at the Community Center.

### Curtain Call



*Funny Money*, is a British comedy by Ray Coony and is scheduled for Sunday, 22



March at 2 p.m. Cost is \$15 for seniors. **Toby Allen**

“On his birthday Henry Perkins arrives home with a briefcase filled with cash. As he tries to get his wife, Jean, to flee with him to Barcelona, his escape is complicated by friends, police officers, a cabbie and ‘Mr. Big’. Henry’s inept attempts to extricate himself leads to increasingly hysterical situations.”

Let Toby, 978-562-7437, know if you’re interested in attending future plays and/or the Curtain Call meetings where future plays are reviewed and outings planned.

### Circle News

7 & 12 Strawberry had another wonderful celebration welcoming in the New Year with our neighbors.



Once again hosted by **Jeannine Bessette** and **Barbara Langley** with great food, conversation and lots of laughs.

TeenClips.com #8205 service@teenclips.com

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www.countryglass.com 9 Bonazzoli Ave, Suite #6 Hudson, MA

### Hudson Food Pantry

The Pantry extends a big “thank you” to Quail Run for our support of our needy neighbors. They particularly appreciate the canned goods and paper products we donate.

If you’re a knitter looking to use up extra yarn, the Pantry accept hats and scarves, both for children and adults.



illustrations of.com #70283



Pass them on to Toby Allen, 978-562-7437, For delivery to the Pantry

### Board of Governors Meeting Minutes

Available on our website: [www.QuailRunHudson.com](http://www.QuailRunHudson.com)  
For the password, contact the chair of the Communications Committee, **MJ Ebens**, 978-562-7880.

### Medical Device Committee

The committee has compiled a list of medical devices available for loan from and to members of the Quail Run community. The committee consists of: Chair **Marcella Monte**, 978-562-0823, 3-C Strawberry; Database manager, **Pete Recklet**, 4-F Rotherham; Members **Sheila Mahoney**, 978-562-3148, 11-D Autumn; **Lenny (Jim) Suslowicz**, 978-212-5141, 6-E Autumn.

The medical devices available are listed at the Community Center. If you have a device that you are willing to loan out, contact a member of the committee to have the item listed. The devices will be kept by the owner and returned to the owner when the need is over.

If you have a need for a device, contact a member of the committee.

## TECHNOLOGY CORNER

### WHY IS IT IMPORTANT TO BACK UP YOUR DATA?

By Carole Perla



Has your computer ever died? Were you able to retrieve your important documents? Has your computer ever gotten a virus? Do your friends send you jokes that have been forwarded multiple time? Do you know if the various senders have virus protection software on their computers?

Data backup is an insurance plan. Backing up your data helps to protect your data from being lost due to a computer hardware failure.

Having a backup plan may eventually save you a lot of aggravation.

How long would it take you to reproduce the information you have on your computer or tablet.

#### WHAT TO USE TO BACKUP YOUR DATA?

Depending on how large a hard drive your computer has and how much information you want to back up will depend on the size of the backup device. External hard drives are made by companies such as Seagate, Western Digital, and LaCie. They come in two sizes. One is a desktop version and the other is a portable hard drive. One can also use a USB flash drive if you do not have a lot of data that needs backing up. Another way to back up your data is to use a Cloud computing service such as Dropbox, Mozy, Carbonite, Google Drive, Sugar Sync, Crash Plan, and Backblaze.

Even if you only have a tablet like an iPad you can back up your data. What data do you have on your iPad? You have an address book or Contacts that contains phone numbers, email addresses, home and work addresses, birth dates and any other information you have typed into the Notes field.

#### WHAT DATA SHOULD BE BACKED UP?

All files that you do not want to lose. **If you use a PC** you should back up the My Documents folder. If you are using Microsoft Outlook or another mail program you should back up that folder. If you have other folders with critical information, these need to be backed up.

If you use Quicken you need to backup the data file within the Quicken folder.

If you are **using a MAC** you should backup the Docu-

ments folder and any folder that has data that you do not want to lose such as Pictures, Movies and Music.

There is no need to back up the operating system or applications. These can always be reinstalled. Make sure to save all the CDs that came with your computer and the ones you bought afterwards such as Photoshop, Quicken, Adobe Acrobat, or "How To Back Up Your Computer to an External Hard Drive" by Whitson Gordon, 6/29/11, LifeHacker <http://lifehacker.com/5816453/how-to-back-up-your-computer>

#### On Windows

1. Get a backup drive. This can be just about any USB external hard drive, and you can get them at most electronics stores. Try to get one that has twice as much space as your computer, so you have room for multiple backups and so you have room for all the data you might get in the future.

2. When you first plug it in, Windows will actually ask you if you want to use it as a backup. Tell it that you do. If you don't get this prompt, you can just go to the Start Menu, type "backup" in the search box, and hit Backup and Restore.

3. From there, click the "Set Up Backup" button. Pick the external drive you plugged in and hit Next. Windows' default settings are probably fine, so you can just hit Next and the next screen too.

4. On the last screen, hit "Save Settings and Run Backup". Windows will make its first backup of your drive, during which you don't want to turn off your computer. After that, it'll make regular backups in the background as you work—you don't need to deal with it again. If you ever need to restore a file you lost, you can just go to the Start Menu, type in "backup", and go back to "Backup and Restore". You can hit the "Restore My Files" or "Restore Users Files" buttons to get those files back.

#### On a Mac

1. Get a backup drive. This can be just about any USB external hard drive, and you can get them at most electronics stores. Try to get one that has twice as much space as your computer, so you have room for multiple backups and so you have room for all the data you might get in the future.

2. When you plug in your drive, your Mac will ask you if you want to use that drive as a backup disk. Hit "Use as Backup Disk". If you don't get this prompt, you can always go to System Preferences > Time Machine to set it as a backup disk, too.

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