NAVIGATE THE WORLD OF SHLICHUS

CHABAD HOUS

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THIS CHINA FEET TAKES FORM.

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SPECIAL FEATURE: **CORNERSTONES** *Of Shitchus* א שליח אלץ וואס ער טוט דער רבי איז מיט עם

COMMANDMENTS OF WORKING WITH OTHER SHLUCHIM

HOW TO USE FACEBOOK TO YOUR ADVANTAGE

Tips, tricks and advice for the busy shliach

THEGIST Laptop Tricks

RABBI MENDY ELISHEVITZ, Shliach in Carmiel, Israel and website developer

Are you looking for ways to streamline and protect your information?

TRY THESE HELPFUL TIPS:



ONENOTE Shluchim have found Microsoft OneNote to be a great help with organizing, brainstorming, and recording reports. It's the

most amazing tool in this area. There are countless ways it can be used, and everything is searchable.

Here's an example: Let's say you find a joke or story on the web that you'd like to use in a lecture some day. In OneNote, you could post the idea in a "Lecture" notebook so you can find it when you need it. OneNote also works with networks, so your notebooks are available on all the computers in your Chabad House. Another option is **notefish.com**.



HDDLIFE PRO This program monitors your computer and warns you if there's a risk of hard drive failure, so you can back up your information be-

fore you lose it. HDDlife reads S.M.A.R.T. data from all of your hard drives and allows you to clearly see the resources, temperature, and space available on your disks. There's no need for lengthy surface scans; you can customize the kinds of warnings that you receive.

HDDlife also supports external hard drives connected over USB. You'll see immediately if your backups are in danger because of a problem developing in an external drive. In addition, HDDlife can cut your power bills by reducing your disk's power consumption.





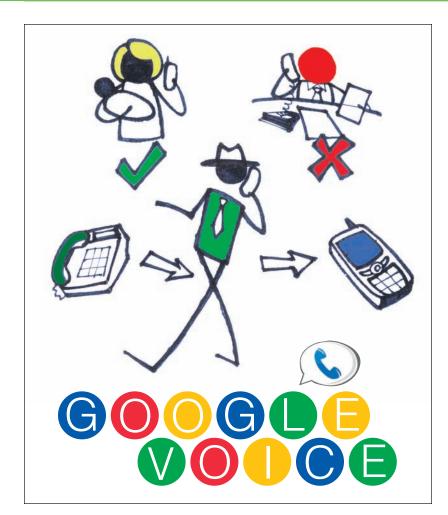
CCLEANER Does your computer start too slowly? Try "CCleaner", a free and easy download at **filehipo.com**.

Click the Startup tab to see all of the applications that load at startup. Uncheck anything you don't want to start at bootup, but uncheck programs one at a time, since you need many of these applications to run your computer. You can use CCleaner to fix many system problems and clean up unnecessary cookies and files on your computer.

BROKEN KEY If part of a key on your keyboard is broken,

consider scavenging an unused key and use its mechanism with your broken key. Apple's tutorial at PowerBook G4: Keycap Replacement will walk you through the procedure. It should work for almost any keyboard.

A QUICK SEARCH of the Internet will yield dozens (if not hundreds) of ways to make your laptop faster, simpler, better, and virus-free. You can even find all kinds of tips to revive a dead laptop. But when it gets to a point where it's taking too much of your time, the best solution is to get a new one that will serve you better.



WHAT DOES GOOGLE VOICE DO?

oogle Voice offers many options that can meet shluchim's phone calling needs.

For example, it gives you an option to have a separate phone number which you can give out as your regular phone number. You can then have calls forwarded to any of your phones. Use it to forward to one group of phones during the day and another at night. Or have calls from certain numbers forward differently than calls from other numbers. For instance, it can allow your wife to reach your cell phone when others cannot. You can also block spamming callers and send some calls straight to voicemail.

With Google Voice you can receive voicemail as an SMS message or email. And depending on the accessibility options available to you, you can choose to check your voicemail from the web or from your phone.

Did you want to tell someone something but don't have time to speak? Google Voice lets you tailor your voicemail greeting to the caller.

If you need to record a phone call or make a conference call, Google Voice has features that allow you to do that, too.

As of this writing, Google Voice is limited to users within the USA. But calling Canada from the USA is free. C



THE END OF SLIDESHOWS

nimoto is a web application that automatically generates professionally produced videos from user-selected photos and music. With Animoto, shluchim can turn slideshows into powerful presentations of their events and programs. The best part is that Animoto supports not-for-profits and other humanitarian causes with free accounts.

As a shliach, you can use Animoto videos to convey a message with the right balance of information and emotion. **Friendship Circle** in the Philadelphia-North region used Animoto to combine pictures and sponsor logos for their Friendship Walk. One of the neat features is that, unlike PowerPoint, Animoto lets you create an effect for each picture in sync with your music.

How can you use Animoto? A video presentation developed by Animoto can help attract an audience back to your site, whereas static content can be easily forgotten. In addition, you can post your Animoto presentation to MySpace, Facebook, Bebo and YouTube and capitalize on the power of social networks. You can also use Animoto to kick off your events with big screen projections of powerful, emotional messages. Then you can raise money by reselling DVDs of the videos. You can create, download and burn as many DVD-quality videos as you like. Bring DVDs with you for an impressive presentation at meetings or as a "thank vou" gift to donors.

To learn more about this versatile tool, visit **animoto.com/cause**

TIP: Put all your presentations together using capzles.com