Ann's Choice Technology Newsletter

A Publication of the Ann's Choice Computer Club

VOLUME VIII ISSUE 11 NOVEMBER 2026

Upcoming Events

Convert Your Smartphone Photos to Art
Fram Dalal
Thursday, Nov 5
9:30 LP-T08

Slow Computer? Want Some Help? Come On Down!
Gary Frantz
Thursday, Dec 3
9:30, LP-T08

Interesting Random Computer Videos
Paul Greenwald
Thursday, Jan 8
9:30, LP-T08

Star Gmail Text Messages? Yes, You Can!*

If you use Gmail and you read last month's newsletter, you know how to star important **emails**, don't you? **But did you know that you can star Google text messages also?** It's simple. Here's how:

Open the message.

1. Long press on the message.
2. Click the star at the top of the page.

Want to see all your starred messages?

1. Go to the home page of the message app.
2. Click on the search icon.
3. Click **Starred**.
4. Your starred messages will display.

Want to remove the star?

1. After #4 above, tap the message to display it.
2. Tap the star.
3. It's gone.

*Samsung Galaxy A 15 model. Screens, menus, and buttons may vary depending on your phone brand and model. For exact steps, check with Google or an AI assistant.

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Move a Screenshot or Picture in Word

You inserted a picture or screenshot into a Word document. You want to move it to a new position. It's easy. Here's how:

Click the picture or screenshot once to select it.

A small **Layout Options** button should appear near the picture.

Click that button and choose **In Front of Text**.

a. **In Front of Text** — lets you drag the image anywhere on the page freely.
b. If the **Layout Options** button doesn't appear you can change it manually:
   - Right-click the screenshot.
   - Choose **Wrap Text**.
   - Select **In Front of Text**.

After that you should be able to drag the screenshot exactly where you want it.

Note: Experiment with some of the layout options.

Protect Your Important Documents

If a document matters, keep three copies:

- On your computer
- On an external drive
- In the cloud

Not comfortable with the cloud? Use a second external drive instead. It's simple, reliable, and keeps your files safe.

View back issues of the Newsletter at acresidents.org.
Click **Site Index**. Click **Computing.** Click **AC3 Computer Club**. Scroll down

GEEK CORNER

Is Your SSD Operating Efficiently?

Here's how to check your settings:

1. Open Terminal(admin).
2. Type **winsat disk -drive C** and wait.
3. Write down your sequential read and sequential write numbers.
4. Again, run **winsat disk -drive C** and wait.
5. Compare your read and write numbers.
6. If they've improved or stayed the same, your SSD is probably running efficiently. Whether it is or not, here are the next steps to take:
7. Close terminal window.
8. Click **Start**.
9. Start typing **defrag**. . . . and **defragment and optimize drives** should appear in the search bar.
10. Hit **Enter**.
11. Check to see if your schedule is on; if not click **change settings** and turn it on.
12. Make your selection, and choose your drive(s) and click **Optimize**.

Here's Some Useless Information

PDF stands for "Portable Document **Format"** not "Portable Document **File."** So if you're writing an email or just talking about a PDF, go ahead, write or say **PDF file**. Then you might say to yourself, "What about some of those other acronyms or initialisms? What do they mean?"

1. JPEG stands for Joint Photographic Experts Group.
2. PNG stands for Portable Network Graphics.
3. WAV means Waveform Audio Format.

Feel better now?

Remove Backgrounds for Free with Photopea

If you've been using **remove.bg** to remove backgrounds from photos and find that it no longer meets your needs, or requires a paid subscription for features you want, **Photopea.com** is an excellent free alternative.*

1. Click **Open from Computer** in the center of the page.
2. Browse to your picture and select it.
3. Click **Select** on the menu bar.
4. Choose **Remove BG** from the drop-down menu.
5. Click **OK** when prompted.
6. As soon as the word **Close** appears, click it.
7. Wait while **Processing** appears on the screen.
8. When **Processing** disappears, click **File > Export As** and choose your desired file format.
9. Click **Save**.
10. A **Download** panel will appear on the right side of the screen with your file listed at the top.
11. Click the file name and save it wherever you wish.
12. You'll also find a copy in your **Downloads** folder.

That's it!

Editor's Note: Photopea requires you to watch a short advertisement before processing the image, but otherwise this feature is about as easy to use and just as effective as remove.bg.

*Remove.bg's background removal is moving to Canva. The standalone website will no longer be available from 1 December 2026 at 9:00am CET.

The Ann's Choice Technology Newsletter is published monthly by the AC Computer Club. **Questions, comments, or suggestions?** Contact the Editor, Gary Frantz (gsf314@verizon.net)