



COMPUTER PALS FOR SENIORS TURRAMURRA INC.

PO Box 66, Turramurra, NSW 2074. **Newsletter No. 81 – May/June 2012**
Computer Room Tel. No. 9983 0774 (Monday – Friday, 9 am – 4 pm)
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Turramurra Computer Pals is supported by Microsoft

THE MIRROR

*I look in the mirror and what do I see? A strange looking person that cannot be me.
For I am much younger and not nearly so fat as that face in the mirror I am looking at.
Oh, where are the mirrors that I used to know, like the ones which were made thirty years ago.
Now all things have changed and I'm sure you'll agree, mirrors are not as good as they used to be.
So never be concerned if wrinkles appear – for one thing I've learned which is very clear.
Should your complexion be less than perfection, it is really the mirror that needs correction.*

The Committee intends introducing a number of individual two-hour sessions in topics which have been suggested by tutors and members during the year. Initially, they are as follows: (a) Attaching photos/documents to an email; (b) Transferring photos from camera to computer; (c) Backing up files. If you wish to undertake any of these sessions please put your name on the appropriate waiting list on the noticeboard in the foyer. If you are unable to get to the club rooms please contact Stella (9449 3083) or Margaret (9487 2679).

The Club's existing 4 – 6 week course are still running as follows:

- ◆ **Course 1 - Basic Computing using Office 2003 OR Office 2007/2010:** (six weeks course) Monday, Tuesday, Wednesday, Thursday and Friday
- ◆ **Course 2 – Word 2003 OR Word 2007/2010:** (four weeks course) Monday, Thursday and Friday
- ◆ **Course 3 – Word 2003 OR Word 2007/2010:** (seven weeks course): Monday and Thursday

Additional Courses:

- ◆ **Desktop Publishing Using Word:** Tuesday afternoons (five weeks)
- ◆ **Digital Photography:** Monday and Thursdays, mornings and afternoons
- ◆ **Internet/Email:** Thursday mornings and Friday afternoons (four weeks)
- ◆ **Introduction to Excel:** Thursday mornings (six weeks)
- ◆ **Understanding Your Computer:** Tuesdays (for *more advanced students*)
- ◆ **The Club also provides a service for members of transferring slides/transparencies to a CD:** Tuesday and Friday, when you will also be able to process negative strips onto a CD.
- ◆ **Files and Folders:** Three-week classes, 11.30 am – 1.30 pm Monday and Thursday. Bookings with Stella Maude, Tel: 9449 3083.

It is essential that students identify which Office Program they have on their own computer, as the toolbar dropdown menu (2003) and ribbon menu (2007/2010) are taught in different classes. If you are unsure, there is an example of each method on the noticeboard at the club rooms. Also, if you come to the Help Session (see below) a tutor can help you understand this.

It is strongly advised that students wishing to undertake any of the additional courses have at least completed Course 1 – Basic Computing, otherwise they may find these courses too complex to understand.

COMPUTER HELP SESSIONS: Thursdays 10 May and 14 June, 2 – 4 pm. Tutors of various courses will be there to help you with any of your computing problems. Make the most of the opportunity.



OPEN DAY: This was held on Wednesday 21 March and was a great success with over fifty members, family and friends attending. Premier Barry O'Farrell visited the function, and was extremely interested to see demonstrations of various courses, and impressed with what the club is all about.

EXPO AT ST IVES: The Club had a stand at an Expo at St Ives shopping centre during March, in conjunction with Ku-ring-gai Council's Seniors Week promotion of the activities in the municipality. There was great interest in our club and the courses we run. A good number of people took our advertising material and have since made contact with the club.



ANNUAL GENERAL MEETING: Due to annual holidays etc., this has been deferred until the May General Meeting (24 May). All committee positions will be declared vacant, and anyone wishing to nominate themselves or someone else for any position should make their intention known to the Secretary by Monday 14 May.

Speakers at General Meetings – 2 pm.

Thursday 24 May – Annual General Meeting followed by Peter Tuchin, a chiropractor, who may help with our aches and pains
Thursday 28 June – Kevin Callinan from The Mens Shed

INTERNET/EMAIL SAFETY:

- Delete all unsolicited emails without opening them, especially if they have attachments. Most viruses are included in the attachments, but they can be included in the attachment AND email. Check where an email comes from – to find an email's country of origin, right click the email at the **InBox**, click **Properties**, click **General** tab and the email address will be shown. The country of origin is represented by the last two letters of the email address. AU is Australia, NZ is New Zealand. USA does not usually have a country of origin.
- **Take care in public** – Don't use public terminals to access your financial accounts, make online purchases or connect to any password-protected site. Similarly, avoid making such transactions when using unsecured wireless networks in airports or other public places (ie. McDonalds etc.)

ADDRESS BOOK:

Outlook Express has the facility of automatically adding the address of any email you send a reply to. This can certainly clutter up your address book. However, if you prefer to take a more manual approach to managing your contacts you can disable this feature as follows: Select Tools – Options. Click on the 'Send' tab. Deselect 'Automatically put people I reply to in my Address Book'. Click OK. This will disable any further additions, but you will still need to manually delete any existing records you don't want to keep.

For further information about the club, please contact any of the following:

President:	Ken Doyle
Vice President	Norma Kelly
Secretary:	Margaret Ball
Treasurer/Public Officer:	Patrick Bohr
Committee:	Stella Maude John Richardson

If you receive this newsletter by 'snail mail' and you have an email address, could you please notify the club so that you can receive it electronically and thereby save the club money on paying postage. Thank you.

WHAT DO THEY MEAN?

We have all heard of DINKs, SKINs and SNAGs - but what about these:

NETTELS - Not Enough Time To Enjoy Life; KIPPERS - Kids In Parents Pockets Eroding Retirement Savings. TWITs - Teenage Women In Their Thirties. DOWNAGERS - Australians over 60 for whom age is just a number. 24% of the over-60s age bracket feel and act younger than their age would suggest. They value travel, lifestyle, social connection and they adapt quite easily to new technology. Let's hope that most of this number are members of Computer Pals Turrumurra!!!!
