

## COMPUTER PALS FOR SENIORS TURRAMURRA INC.

PO Box 66, Turramurra, NSW 2074. **Newsletter No. 78: November- December 2011** Computer Room Tel. No. 9983 0774 (Monday – Friday, 9 am – 4 pm)

Website: www.cpst.org.au Email: <a href="mailto:tcpssec@hotkey.net.au">tcpssec@hotkey.net.au</a>

Turramurra Computer Pals is supported by Microsoft



# Best Wishes to everyone for a very Happy Christmas and a healthy and prosperous 2012

We are now reaching the end of 2011, so it is a good idea to make use of our courses during November. Tutoring ceases by early December to give the tutors a well-earned break. Courses commence again end January/early February next year. The following are the courses available at present to Club members, so 'get in quick' and put your name on a waiting list as soon as possible.

- ♦ Course 1 Basic Computing 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 Thursday

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.

# Christmas Lunch

Thursday 24 November, 12 noon
This is for members only, and there is no charge.
To help with Catering, please phone Margaret on 9487 2679, email: m2ball@iprimus.com.au, by Monday 14<sup>th</sup> November.

COMPUTER HELP SESSION: Thursday 10 November, 2 – 4 pm. It is wise to make use of this time slot, as tutors of various courses will be there to answer your queries and give you a hand using your computer.

#### **SCREENSAVERS:**

Screensavers do retain their appeal and charm for many of our members and for obvious reasons, they are pretty, they are cute, they cheer up the place, but they are no longer necessary for the newer computer monitors. By all means have your screensavers on your home computers but not on the Club's computers as they serve no serious purpose. Screensavers can be pretty invasive as adware, malware, viruses, spyware and placing all sorts of toolbars on your computer. Screensavers also consume processor time on a computer, possibly causing normal operations to slow or freeze. This system slowdown may occur on screensaver programs included in operating systems. Have a look at the HELP site EHOW http://www.ehow.com.

While you are on the Internet, have a look at the many "HELP" sites where you will find plenty of excellent self-help articles. <a href="http://www.selfhelpcollective.com/">http://www.selfhelpcollective.com/</a>; <a href="http://www.now.oom/Main-Page">http://www.now.oom/Main-Page</a>; <a href="http://www.howtoaustralia.com.au/">http://www.now.oom/</a>; <a href="http://www.now.oom/Main-Page">http://www.pbcomp.com.au/</a>. Also, briefly describe your problem in Google search and you are sure to get numerous responses. It might even save you a few dollars. For example simply key into Google, in quotes, "my computer freezes". Hold Ctrl down while clicking on websites.

#### FREE ADDITIONAL OFFICE SUITE:

There is a free Kingsoft Office suite. It is an alternative to the free Open Office and the comprehensive Microsoft Office (which has to be paid for) – at least for some of the programs in it. The link below is to one of several references to it - the comments give some user information. Use Ctrl click to get onto the website. http://www.neowin.net/news/kingsoft-office-suite-free-2012-an-important-update...

#### WIRELESS VERSUS WIRED NETWORK CONNECTION:

If you are contemplating internet connection with a wireless network for speed and security a wired network can't be beaten. Category 5e is the minimum required to carry Gigabit Ethernet data, while Category 6e cables offer higher bandwidth and better insulation. The maximum cable length you can have is 100 metre. (PC User Magazine, October 2011).

For further information, 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

### A few things to ponder over the Christmas period:

Why can't women put mascara on with their mouths closed? Why is the man who invests all your money called a broker? Why is the time of day with the slowest traffic called rush hour? Why do they sterilize the needle for lethal injections? Why are they called apartments when they are all stuck together? If flying is so safe, why do they call the airport a terminal? Why is lemon juice made with artificial flavouring, and dishwashing liquid made with real lemons? Why is 'abbreviated' such a long word? Why is it that doctors call what they do 'practice'?

We don't want to put a dampener on the festive season, but the Club runs financially on a calendar year. Could you please use this renewal slip to accompany your 2012 fees - our courses are only available to financial members.

Renewal of Membership Fee: January – December 2012	
Name:	Address:
Telephone No	Email:
Single: \$65.00	Married Couple: \$100.00 (Please circle relevant amount)

Send to: Treasurer, Computer Pals for Seniors, Turramurra Inc, PO Box 66, Turramurra, NSW 2074