



COMPUTER PALS FOR SENIORS TURRAMURRA INC.

PO Box 66, Turramurra, NSW 2074. **Newsletter No. 85: January – February 2013**

Computer Room Tel. No. 9983 0774 (Monday – Friday, 9 am – 4 pm)

Website: www.cpst.org.au

Email: tcpssec@hotmail.net.au

Turramurra Computer Pals is supported by Microsoft



Best wishes to all our members for a very happy and healthy 2013. Best of luck with all your efforts with your computing efforts

Another year gone, another year older!!!! We will never let age get in the way of our desire to learn, so keep on coming to Computer Pals and learn all you possibly can.

The club has now been operating for twelve years, and has taught well over 1700 members in that time. Credit must be given to our President, Ken Doyle, who has 'captained the ship' for most of the period, sometimes through some stormy seas. Ken, many thanks for your advice and expertise over the years.

The club opens up for business again towards the end of January. The waiting lists for courses are on the noticeboard, so please get up to the club and place your name down on the appropriate list. The club will not be open every day, but plenty of work is being done to keep the computing equipment in good working order. To make sure the premises are open, please contact Margaret Ball (9487 2679), Norma Kelly (9144 3186) or Stella Maude (9449 3083). Alternatively let them know which course you want to undertake, and they will put your name down.

Apart from the normal four, five or six week courses, there are a number of short courses on various topics that members have shown interest in – waiting lists for these are also on the noticeboard at the club rooms. At present these courses are:

Attaching Documents/Photos to Emails; Transferring Photos from Camera to Computer; Backing-Up Files, Introduction to Wikipedia, and Solving your Problems - Where to Get Help (using the internet)

Our other courses are running as usual, and are as follows:

- ◆ **Course 1 - Basic Computing using Office 2003 OR Office 2007/2010:** (six weeks course) Monday, Tuesday, 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 Thursday
- ◆ **Internet/Email:** Thursday mornings and Friday afternoons (four weeks)
- ◆ **Introduction to Excel:** Thursday mornings (six weeks)
- ◆ **Understanding Your Computer:** Tuesdays (for *more advanced students*)
- ◆ **Files and Folders:** 3-week classes, 11.30 am – 1.30 pm Monday. Bookings with Stella Maude, Tel: 9449 3083.
- ◆ **The Club also provides a service of transferring slides/transparencies to a CD:** Tuesday and Friday, when you will also be able to process negative strips onto a CD. Contact Nilo (9416 5345) or Erich (9488 8418)

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 SESSION: Thursday 14 February, 2 – 4 pm. Come and 'pick the brains' of some of our tutors who will be at the club rooms at this time to give you a hand with any problem area you may have. There is no HELP SESSION in January.

Our Christmas lunch was held at the end of November, attended by approximately 75 members. As they have done on previous years, the caterers provided us with a delectable array of finger food, and the time was enjoyed immensely by all.



General Meeting – 28 February, 2 pm
Richard Ames will be giving us an introduction to using Wikipedia.

PLEASE NOTE: There will not be a General Meeting in January

An occasional General Meeting will be followed by a Q & A session. We require questions from members ahead of time to enable Committee/tutors/members to have the answers ready. If you have an area you would like discussed could you please let the Secretary know – tel. no. below.

A USEFUL WEBSITE: To obtain templates for various tasks (newsletters, stationery, certificates, invitations, get-well cards) – the site is unlimited. Click onto www.FreePrintable.net and you will find an enormous number of templates.

HANDY HINT: To resize text in a Word document it is easy to do by using the square brackets on the keyboard. Hold down the Ctrl key while tapping the left square bracket to reduce the size, and the right square bracket to increase the size. Remember firstly to select the area to be altered. This method can also be used to resize the line spacing between paragraphs.

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
	Dean Simes

Another year has passed, and we're all a little older – last summer felt hotter and winter seems much colder. There was a time not long ago when life was quite a blast, now I fully understand about 'Living in the Past'.

We used to go to footy games and lunches, now we go to therapy, to hospitals and after-funeral brunches.

We used to go out dining and couldn't get our fill - now we ask for doggie bags, come home and take a pill.

We used to travel often to places near and far – now we get backaches from riding in the car.

We used to go shopping for new clothing at the Mall, but now we never bother as the sizes are too small.

That my friend is how life is, and now my tale is told – so enjoy each day and live it up before you're too darn old.

It's that time of the year again – Membership fees are now due. Could you please use this renewal slip to accompany your 2013 fees - our courses are only available to financial members.

Renewal of Membership Fee: January – December 2013

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