HURSTVILLE SENIORS COMPUTER CLUB

VACATING THE ANNEXE

Following the amalgamation of Hurstville and Kogarah Councils to form Georges River Council, we have been asked to vacate the space we referred to as the Annexe in the Entertainment Centre, as it is required for office space.

The Club has been given sole use of the Office area beside our training room at 91 Queens Rd. We have requested this room be fitted out with benches, additional power points and shelves plus security and blinds on the windows to accommodate computers from the Annexe.

The Monday Technical Group and monthly special interest groups meetings will then relocate to this room. On Tuesdays to Fridays the room will be available as before for tutor's lessons or group sessions.

Plans have been submitted to the council and we await their response as to what they can provide and a date that the work will commence.

OCTOBER MEETING

Alex Zaharov-Reutt, technology journalist, consumer tech expert, contributor to technology site **http://www.itwire.com** and President of Sydney PC User Group will return as our guest speaker in October.

Alex's enthusiasm for advances in computer technology always shines through in his informative presentations. Don't miss this opportunity to discover what's new in personal computing.

SEPTEMBER MEETING

Emily Young and Celeste McCormick from Google gave us an entertaining overview of some of Google's key products.

They commenced with a game of Google Feud, Google's version of the popular TV show Family Feud at **http://www.googlefeud.com**. Instead of trying to guess the most popular audience responses to questions, Google Feud uses Google's autocomplete search suggestions.

Developed in Australia, Google Maps is continually evolving and now includes public transport travel options, traffic congestion data and estimated travel times.

Google Photos provides unlimited storage to automatically backup your photos from your camera or phone for security and access from multiple devices. Google Photos also includes a comprehensive array of options for editing your photos.

Committee Meeting at 10:00 am - General Meeting at 1:00 pm, Wednesday 26 October 2016

CLUB SERVICES

- **Windows Computer Support** -

Vince Blayney is available by appointment on Mondays from 12:30 pm to 1:30 pm in the Annexe to assist members having trouble with their Windows computer settings, security or maintenance.
Contact Vince by email to take advantage of this useful service at
vincesmessages@gmail.com

- **Family Tree Maker Workshop -**

Fred Scott's next FTM workshop will be held on Wednesday 2 November 2016 at 1:00 pm in the Annexe, which is entered via the door to the left of the Civic Theatre entrance in McMahon Street. Proceed up the stairway and the computer room is on the left after the second flight of stairs.

Here is a recent example of **Vince Blayney's** solution to a member's computer problem.

- *Problem*
When saving a backup image of a HD using Macrium reflect, instead of one file it saved the image as a number of files.

- *Solution*
A check of the member's external hard drive showed it was formatted as FAT 32 file system, which limited the largest file to 4GB. Therefore it was necessary to reformat the external drive to NTFS file system which has no realistic file-size or partition limits. This solved the problem.

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See **http://tinyurl.com/j475m39** for additional information on file systems used by Windows.

- **SNAPPING WINDOWS**

With Windows operating systems, you can have several applications open at the same time. However, they may not all be visible on the screen at the same time. While it is possible to manually resize and position windows to view two or more simultaneously, this can be a tedious process.

Windows 7 allows you to quickly display two applications side-by-side on the screen by snapping one to the left side of the screen and the other to the right side. To snap an app to one half of the screen, click on its window title bar and drag it to the required side. Drag a second app to the other side of the screen to snap it to that side.

With Windows 10, it is possible to display four apps in a quarter of the screen each. Simply drag each app window by its title bar to the required corner of the screen to have that app snap to that quarter of the screen.
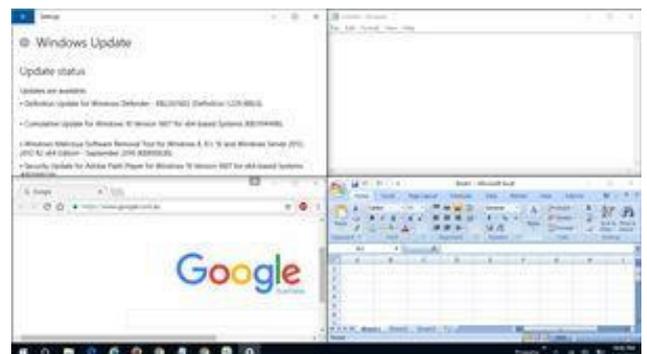
If you have trouble snapping app windows with the mouse or touchpad, try these keyboard shortcuts:
Windows 7 - Win key + right or left arrow key.

For example: +

Windows 10 - Same as for Windows 7 to snap right or left, then Win key + up or down arrow key to position an app window in the required quarter of the screen.

For example: + then +

Vale - Denis John McDonald
(3 June 1927 - 26 August 2016)

It is with sadness that we record the passing of Denis McDonald, an inaugural committee member of Hurstville Seniors Computer Club from 29 April 1998.

Denis participated in Club meetings and classes and was a particularly keen user of the Internet, email and digital photography to research one of his many interests, the history and geography of the Annis and George Bills' legacy - Horse Troughs in Australia.
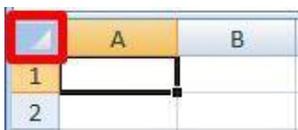
Denis was a good and respected member.

Part of the Annis and George Bills legacy - corner West Botany and Bryant Streets, Rockdale

Ref: **https://billswatertroughs.wordpress.com/**

SELECT AN ENTIRE EXCEL WORKSHEET

If you ever need to select an entire Excel worksheet for copying or editing, here are three ways you can do this:

1. Click on the button in the upper-left corner of your spreadsheet, where the column and row headers intersect.

2. Press **Ctrl+Shift+Space Bar**.

3. Press **Ctrl+A**.

MALICIOUS SOFTWARE REMOVAL TOOL

If you have ever checked the Windows updates being installed on your computer, you would have seen references to updates for a Malicious Software Removal Tool. Where is it and what does it do?

This has been part of Windows since Vista, and is designed to detect some of the most well-known instances of malware. Windows automatically runs the tool regularly on your PC, quietly in the background. Normally you won't notice anything, but you'll get a warning notice if it finds anything suspicious in order that you can take further action.

Although the tool is useful, it doesn't always provide as much protection as it could. You'll only see the warnings about possible malware if you log in as an administrator, and not everyone does that. Also, the tool needs to be updated every month and Windows won't warn you if this fails to happen correctly. Most crucially, the tool only runs a "quick scan" when it runs automatically in the background. Although it is also capable of running a much longer in-depth scan, this doesn't happen by default.

If you like to ensure that your PC is free of malware, it's a good idea to run the Malicious Software Removal Tool manually occasionally, instead of relying on Windows to take care of things. Running it manually has two main advantages. Firstly, it allows you to verify that the tool is up to date. Secondly, you can opt for a full in-depth scan, which will help to detect any hidden malware that has previously been undetected.

To run the tool, use the Windows search box to look for MRT (that's MRT rather than MSRT). Run the command as administrator when it appears in the search results. You'll then see a screen from which you can both verify the date it was last updated, and perform an in-depth scan.

Scan types:

- **Quick Scan**. Scans areas of the system most likely to contain malicious software. If malicious software is found, you may be prompted to run a full scan.

- **Full scan**. Scans the entire system. Note that this scan can take up to several hours.

- **Customised scan**. In addition to a quick scan, the tool will also scan the contents of a user-specified folder.

*Source: **http://tinyurl.com/h5qw272***

The Hurstville Seniors Computer Club was formed in April 1998 to teach Seniors how to use computers. Clubrooms are in premises provided by the Hurstville Council in the Hurstville Seniors Centre, and in an Annexe in the MacMahon St. building. Tuition is held during week-days in an informal atmosphere - cost being a minimum. We are an entirely voluntary organisation, the aim being to help fellow Seniors.

Correspondence   Hurstville Seniors Computer Club Inc.
PO Box 173, HURSTVILLE BC1481

Telephone - Clubroom, 91 Queens Rd	9585 9184
Telephone - Annexe, 14 MacMahon St	9580 5233
Telephone - Senior Citizens Hall	9570 3297
Web Site -	*www.hurstvillescc.org.au*
E-Mail -	*admin@hurstvillescc.org.au*

Monthly Meeting   Hurstville Seniors Centre
91 Queens Road, Hurstville
1.00pm, last Wednesday of the month (except December)

Fees   Annual Fee $15
Training Fee $4 per session

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PRESIDENT	**Pamela Samuels**	**9522 6956**
VICE-PRESIDENT	**Clyde Bevan**	**9567 8738**
SECRETARY	**Lilly O'Brien**	**9570 7031**
TREASURER	**Geoff Turton**	**9587 6975**

TUITION IS IN ONE HOUR SESSIONS

If you can't attend your booking, please let your Tutor know.

Mondays   **Marilyn Richardson 0407462282**
Short Courses   *mail@sydneyoz.com*

Tuesdays   **Geoff Turton   9587 6975**
geoffrosst@gmail.com

Wednesdays   **John Shortland   9525 2792**
No lessons on meeting day   *joro23@optusnet.com.au*

Thursdays   **Geoff Turton   9587 6975**
geoffrosst@gmail.com

Fridays   **Marilyn Richardson 0407462282**
mail@sydneyoz.com

Technical   **Ted Crichton   9502 2404**
Monday at the Annexe   *tedwen@tpg.com.au*

Digital Imaging Group   **Geoff Turton   9587 6975**
First Tuesday in the Clubroom, 1.30pm   *geoffrosst@gmail.com*

Genealogy   **John Shortland   9525 2792**
Second Wednesday at the Annexe, 1.00pm   *joro23@optusnet.com.au*

Web Design Group   **Fred Scott   9597 3243**
Third Wednesday at the Annexe, 1.30pm   *mail@fredscott.net*

Video Editing Group   **Ted Barnett   9502 2575**
Friday at the Annexe, 9.00 - 11.00am   *barnett@froggy.com.au*

Newsletter Editor   **Geoff Turton   9587 6975**
geoffrosst@gmail.com

CHANGE OF ADDRESS. If you change your address, phone number or e-mail, please inform the Treasurer at *geoffrosst@gmail.com*

**BIRTHDAY BOYS and GIRLS
for NOVEMBER**

Have a great day!

Maureen	Flint	5-Nov
Jill	Gault	8-Nov
Patricia	Bates	10-Nov
Teresa	Lamberton	15-Nov
Irene	Ramsay	17-Nov
Joan	Lind	18-Nov
Christine	Riley	22-Nov
Barry	Beggs	27-Nov
Maryann	Paterson	28-Nov

WELCOME to our NEW MEMBERS

Marjorie	Madden
Mary	Teasdale