HURSTVILLE SENIORS COMPUTER CLUB

"keeping up with our grandchildren"

NEWSLETTER
AUGUST 2007

Member of ASCCA.

Australian Seniors
Computer Clubs
Association

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JULY MEETING

Maurice Moroney, our Ten Minute speaker, spoke briefly about his previous experiences in the world of Education followed by a PowerPoint demonstration on the health and preventative value of FASTING, especially in relation to Cancer. There were many questions.

IMPORTANT: Consult your doctor should you change your regime in any way.

Guest Speaker was Peter Cai of TELSTRA who gave an animated and very interesting talk and demonstration on such diverse issues as the use of broadband, wireless or otherwise, the multiplicity of uses of the Internet for Seniors specifically the versatility of usage of the new mobile phones and such issues as Blogging and Computer Security.

Judging by the number and variety of questions during and after PETER'S talk, it certainly was one of those things that seem of vital interest to our Seniors involved in technological innovations.

Henri had to give him the wind-up signal when questions wouldn't stop.

Peter listed some interesting web sites.

greypath.com.au	computer tips – basic computing
aboutseniors com.au	glossary of techno terminology
smiliesunlimited.com	symbols and characters for e-mail
sol.asn.au	introducing computers
cranky.com	search engine for seniors
blogwise.com	blogs all around the world
bigblog.com.au	Bigpond blog site
answers.com	on-line dictionary and research site

CLUB NEWS

The next meeting will be on Wednesday 1.30pm on 29th August 2007.

Our ten minute speaker will be member Allan Cuthbertson relating his interesting life. There will not be a Guest Speaker because following the monthly meeting we have the Annual Meeting.

Prior to the main meeting, a Combined Tutors meeting will be held at 10am to which all tutors are invited, with a sandwich lunch provided for our enthusiastic workers. Come along tutors with your suggestions and contributions.

ANNUAL MEETING

For the Annual Meeting there will be an Annual Report from the President and Treasurer followed by the Annual Elections conducted by our Patron, Mervyn Lynch OAM.

Counting our Inaugural Election on 29th April 1998, this will be our tenth election, so we are in our tenth year.

Members still on the committee from that first election are Graeme Gavin and Marie Thompson.

The election will be for President, Vice President, Secretary, Treasurer, Public Officer and six Committee Members. Late nominations can be lodged with the Secretary before the start of the August meeting.

Our committees have been very successful over the years, giving the Club its success, but success does not just happen, a lot of hard work is done by keen people.

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Annual fees are now overdue. If not paid at the August meeting you will be unfinancial and will need to pay a new Joining Fee of $20.

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We have a reciprocal arrangement with the Assoc. of Independent Retirees to attend each others meetings to hear Guest Speakers. Prof. R Sekel, a surgeon who designs and manufactures hip and knee replacements, will be there in October.

To attend, be at the Grandview Bowling Club before 11am on Friday 19 October.

NEXT MEETING   1.30 pm Wednesday 29th August 2007

PRINT SCREEN (but not really)

Sometimes it is very useful to be able to capture an image of whatever is on your screen. For example, if you encounter an error or a web site is displayed unusually, it can be a lot easier to take a picture of what is going on than trying to describe it. A picture of what is on your screen is commonly called a "screen capture" or just "screen shot".

In Windows, the simplest way to take a screen shot is to press the *Print Screen* key. You'll find it on the right side of the keyboard, above the *Insert, Home Page and Delete Keys*. Despite the label, in Windows this key doesn't actually print anything. It simply copies the contents of your screen to the clipboard, the invisible area in your computer's memory that holds things like text files and pictures while you Copy and Paste them. Once you've got a screenshot in the clipboard, you can now paste it into an image. You can use any imaging-editing programme for this, but the obvious choice is *Paint*, Windows built-in drawing programme. *Paint* is in the Start Menu under *Programs>Accessories*.

Once you've pasted the Screenshot into *Paint*, you can edit, crop, or resize it there or you can go ahead and save it like you would any document.

Oh, here's one more tip: if you want to take a screenshot of just the window you're working on, instead of everything on your screen, all you have to do is hold down the Alt key when you press *Print Screen*.

from Joyce

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LIFE IN THE 1500'S

Here are some facts about the 1500's.

Most people married in June because they took their yearly bath in May and still smelt pretty good by June. However they were starting to smell, so brides carried a bouquet of flowers to hide the body odour.

Hence the custom of today, carrying a bouquet when getting married.

Baths consisted of a big tub filled with hot water. The man of the house went first, then other men, then women, children and lastly the babies, by which time it was rather murky. Hence the saying: " Don't throw the baby out with the bath water."

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Our President and Secretary trying to look serious at a meeting.

NETIQUET

This is yet another new word for our already crammed IT vocabulary. It is simply the converging of two words, namely, *Etiquette* and *Net*. Net is already an abbreviation of Internet. Bear in mind that both Internet and Net are always written with capitals (upper case).

Just like in everyday letter writing we follow certain rules. When sending a letter to someone do you ever ask for an acknowledgement? So why do some people insist on this? I NEVER, NEVER send a received message acknowledgement. If the sender did not get an "Undeliverable" note from his/her ISP, the E-mail is sitting in the recipient's ISP ready to be downloaded.

When finished writing a letter do you immediately run to the letterbox with it? No? You should do the same in OE. Ctrl+S will save to the "Drafts" folder, so you can access it and make alterations. This is in case you have called your mother-in-law a "Silly old cow" or you brother-in law a "Stupid idiot"

When you are finally ready to send, open your saved E-mail in the Drafts Folder and send it the normal way.

A good practice is to put in the recipient's E-mail address last.

When you reply to a letter do you copy the original in your reply? Why do some people insist on doing this?

Is your reply written in the same style? (fonts, ink colour etc) Set your OE not to do this?

Here is the way I have my "SEND" tab set up:
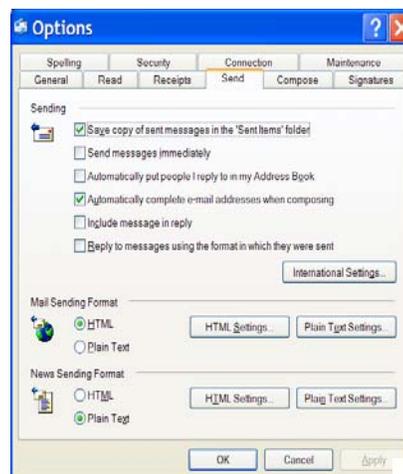
OTHER KEY ALARMS

Since the last Newsletter, which contained a contribution about the NUMLOCK KEY, members have been asking if there's an alarm option for other keys on the keyboard. You know, certain other keys that you accidentally hit all the time, such as the **Num Lock** and **Scroll Lock** keys.

Well, it just so happens there is! First, go to **Start**, **Control Panel** and click on the **Accessibility Options** link. Click **Accessibility Options** once more and then choose the **Keyboard** tab. Under the **Toggle Keys** section, checkmark the box that says "**Use Toggle Keys**" and then click **OK**. That little check then activates the beeping sound and you will hear that every time you hit any of those keys. Once you hear that beep, you'll know one of those keys was hit and you can then go and undo it.

Now, you can have your screen flash at you when one of those keys is hit as well. To do that, go back to the **Accessibility Options** window, but choose the **Sound** tab this time. Check the box next to "**Use Sound Sentry**" and choose which way you would like to be warned from the drop down menu. I personally like the "**Flash active window**" option, but choose one that will get your attention the best. Click **OK** when you're done and you'll be all set. Never again will you have to worry about not knowing when those keys are accidentally turned on and that's a big time saver for everyone!

from Henri

HALL COMMITTEE

The Seniors Centre was built with funds provided by the Federal Government, with the proviso that its use be free for Seniors on weekdays between 9am and 4pm. Other than that the Council hires it to groups and functions with now a contractor having the right to catering for the hirers.

There are now over ten Seniors Groups using the hall with others waiting to use it.

A Hall Committee, advising on handling the Seniors use, is comprised of Chairman Mervyn Lynch, Secretary Virginia Field of the Council, and a representative from each of the groups.

The Council is responsible for maintaining the hall, with the Committee responsible for supplying equipment for the groups from a fund set up for the purpose. Recently 15 tables were bought for the exclusive use of the groups and 3 bowls mats.

All groups are responsible for keeping the hall clean and tidy and putting things back in place.

WOULD THEY KNOW WHERE TO FIND IT?

It is a constant dilemma for Executors of Estates to be confidently able to say that they have been able to locate all of the documentation associated with the Estate they are required to administer. This dilemma can arise as a result of a number of different issues, for example, a person has spread out their personal papers and placed them in a variety of locations.

It can also arise where documents have been left in the safe custody of a bank or firm of solicitors who are no longer at the location where these documents were left. There is no better time than the present to make the effort to locate your personal papers. These papers would include things like your original Will, the Title Deeds of your property, birth certificates, marriage certificates, death certificates of spouses or children, Powers of Attorney, enduring guardianship appointments, lists of shares and other assets, details of superannuation, life insurance policies etc.

Your Executor will need to be able to locate originals and copies of all of these documents when their appointment becomes active.

A useful example of this occurred when a client of ours who had a great portfolio of shares which he had listed in a comprehensive spread sheet on his computer made this information of little value when he did not disclose to anybody the password for entry to the information.

One of the important roles of an Executor also involves the organising of the removal of a deceased person's remains If you have been appointed an Executor, we would advise that some time be spent with the person who has made the appointment discussing with them, their wishes in relation to their burial or cremation.

Finally, we cannot emphasise the importance of your Will being up to date. In New South Wales 40% of people die without a Will or an up to date Will.

We want to encourage you as readers to take the time to get your affairs in order so that the trauma and messes that are often left to family and friends can be dealt with now while there is still an opportunity.

James Kelly - Owen Hodge. Lawyers
jdk@owenhodge.cm.au

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Telephone - Senior Citizens Hall   9570 3297
Web Site -   www.hurstvillescc.org.au
E-Mail – Clubroom   clubroom1@swiftdsl.com.au
E-Mail - Annexe   senior9@swiftdsl.com.au

Monthly Meeting   Hurstville Seniors Centre
                          91 Queens Road, Hurstville
     1.30pm, last Wednesday of the month   (except December)

Fees   Joining Fee $20
             Annual Fee $15
             Training Fee $4 per session

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PATRON   **Mervyn Lynch OAM**
PRESIDENT   **Pamela Samuels**
VICE-PRESIDENT   **Frank Grosz**
SECRETARY   **Marie Thompson**
TREASURER   **Geoff Turton**

TUITION IS IN ONE HOUR SESSIONS
If you can't attend your booking, please let your Tutor know.

Mondays   **Joyce Pickup**

Tuesdays   **Margaret Butt**

Wednesdays   **Marie Thompson**
           No lessons on meeting day

Thursdays   **Betty Saltmiras**

Fridays   **Shirley Boxhall**

Technical - Advanced and Basic   **Ted Crichton**
           Mondays at the Annexe

Digital Imaging Group   **Ian Chesterfield**
           First Tuesday in the Clubroom 1.30pm

Genealogy   **John Shortland**
           Second Wednesday at the Annexe 1.30pm

Web Design Group   **Fred Scott**
           First and Third Wednesday 1.30pm

Internet   **Frank Grosz**
           Thursdays at the Annexe

Video Editing Group   **Bill Baker**
           Friday Annexe 9 - 10.30, 11 - 12.30

Maintenance Crew - *Queens Rd*   **Frank Grosz**
                                  Ted Barnett

Guest Newsletter Editor   **George Thompson**
           gthompson@swiftdsl.co.au   9150 9377

CHANGE OF ADDRESS. If you change your address, phone number or e-mail, please inform the Treasurer.

SEPTEMBER BIRTHDAY BOYS AND GIRLS
Have a great day!!!

Janet	Liu	1-Sep
Maureen	de Main	3-Sep
Bob	Smith	9-Sep
Nancy	Soan	9-Sep
John	Payne	11-Sep
Bill	Hooper	12-Sep
Georgene	McKenzie-Hicks	12-Sep
Dominic	Moss	12-Sep
Dorothy	Roberts	12-Sep
Mavis	Chessell	13-Sep
Frank	Kornie	14-Sep
Luigi	Petrini	14-Sep
Archibald	Sweeny	14-Sep
Jean	Sapsed	17-Sep
Joan	Peters	18-Sep
Beryl	Pickering	18-Sep
Betty	Butler	20-Sep
Harry	Vesely	20-Sep
Beverly	Child	21-Sep
Maria	Giannone	21-Sep
Don	Hird	21-Sep
Norman	Field	22-Sep
Victoria	Singh	22-Sep
Shirley	Davy	24-Sep
Norm	Wilson	27-Sep
Elaine	Urquhart	28-Sep
John	Earls	30-Sep
Doris	Lord	30-Sep

VALE ROB MILLS

Rob Mills, until recently our popular Monday Technical Group Tutor, has succumbed to his errant heart and passed away suddenly at home. Rob was extremely knowledgeable in all aspects of computers and he was able to impart this wealth of experience with enthusiasm and clarity.

After Rob ceased tutoring he continued to make himself available at his home by e-mail and by phone to all Club members.

Rod died, as he had lived, hands-on at a computer.