



# Forest News

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Editor: Dick Manuell

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| <p><b>Our Web Address:</b><br/> <a href="http://www.forestcompals.org.au">www.forestcompals.org.au</a></p> | <p><b>Our Email Address:</b><br/> <a href="mailto:ForestCompals@swiftdsl.com.au">ForestCompals@swiftdsl.com.au</a></p> |
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**COMING EVENTS**

- Mar 4—1.45 pm, Committee meeting
- Mar 4—4 pm, Trainers' meeting
- Newsletter folding Mar 11

Forest Computer Pals for Seniors welcomes the support of:-



Warringah Council

## NEW YEAR RESOLUTIONS ANYBODY?

How many have you forgotten already, or did you not even make any? It's not too late to make three useful ones relating to your computer fun!

1. **Clean my computer hardware.** Provided you are not compromising any guarantees, it's OK to open your control tower (remember to disconnect the power first!) and clean out the dust and dirt inside, particularly around fans or heat dispersion elements. Use your vacuum cleaner (very gently!), assisted by a pair of tweezers, or an artist's small paint brush.
2. **Learn a new program.** Or extend your capability in an existing program. Club trainers can tell you the range of programs available at the club.
3. **Tidy up my software.** Do a defrag, delete unwanted documents, get rid of Cookies, clean out temporary Internet messages, check the "up-to-date-ness" of antivirus programs, firewalls, anti-scamming programs etc. Discuss these with your trainer if uncertain how to proceed.

## SPEAKING OF NEW YEAR RESOLUTIONS

*Getting some health theories into perspective!  
 (Or why Americans aren't getting slimmer!)*

- Q: I've heard that cardiovascular exercise can prolong life; is this true?  
 A: Your heart is only good for so many beats, and that's it. Don't waste them on exercise. Everything wears out eventually. Speeding up your heart will not make you live longer; that's like saying you can extend the life of your car by driving it faster. Want to live longer? Take a nap.
- Q: Should I cut down on meat and eat more fruit and vegetables?  
 A: You must grasp logistical efficiencies. What does a cow eat? Hay and grass. And what are these? Carbohydrates. So a steak is nothing more than an efficient mechanism of delivering carbohydrates to your system. Need grain? Eat chicken. Beef is also a good source of field grass (green leafy vegetable). And a pork chop can give you 100% of your recommended daily allowance of vegetable products.
- Q: Should I reduce my alcohol intake?  
 A: No, not at all. Wine is made from grapes. Brandy is distilled wine, that means they take the water out of the fruity bit so you get even more of the goodness that way. Beer is also made out of grain. Bottoms up!
- Q: How can I calculate my body/fat ratio?  
 A: Well, if you have a body and you have fat, your ratio is one to one. If you have two bodies, your ratio is two to one, etc.
- Q: What are some of the advantages of participating in a regular exercise program?  
 A: Can't think of a single one, sorry. My philosophy is: No Pain...Good!
- Q: Aren't fried foods bad for you?  
 A: YOU'RE NOT LISTENING!!! Foods are fried these days in vegetable oil. In fact, they're permeated in it. How could getting more vegetables be bad for you?
- Q: Will sit-ups help prevent me from getting a little saggy around the middle?  
 A: Definitely not! When you exercise a muscle, it gets bigger. You should only be doing sit-ups if you want a bigger stomach.
- Q: Is chocolate bad for me?  
 A: Are you crazy? HELLO! Cocoa beans! Another vegetable!!! It's the best feel-good food around!
- Q: Is swimming good for your figure?  
 A: If swimming is good for your figure, explain whales to me. (CONT PAGE 2)

(continued from page 1)

Q: Is getting into shape important for my lifestyle?

A: Hey! 'Round' is a shape!

Well, I hope this has cleared up any misconceptions you may have had about food and diets. And remember: "Life should NOT be a journey to the grave with the intention of arriving safely in an attractive and well preserved body, but rather to skid in sideways - Chardonnay in one hand - chocolate in the other - body thoroughly used up, totally worn out and screaming "WOO HOO, What a Ride!"

AND.....

For those of you who are still unconvinced, here's the final word on nutrition and health. It's a relief to know the truth after all those conflicting nutritional studies.

1. The Japanese eat very little fat and suffer fewer heart attacks than Americans.
2. The Mexicans eat a lot of fat and suffer fewer heart attacks than Americans.
3. The Chinese drink very little red wine and suffer fewer heart attacks than Americans.
4. The Italians drink a lot of red wine and suffer fewer heart attacks than Americans.
5. The Germans drink a lot of beers and eat lots of sausages and fats and suffer fewer heart attacks than Americans.

CONCLUSION: Eat and drink whatever you like. Speaking English is apparently what really kills you.

### FEBRUARY MONTHLY MEETING THURSDAY February 27 2 pm.

Our very good friend and computer genius, **Rod Duckworth**, CEO of **Hi-Speed Networking Pty Ltd, Shop 3, rear of 98 Starkey Street, Killarney Heights**, will launch our 2009 program with a talk on optimising your use of the computer, including how to deal with the latest malware threats and new technologies.

Rod is an expert in many aspects of computing and was responsible for the installation of our own server computer sitting up in the North-west corner of our office and purring away happily looking after all our Internet activity. He has spoken at several ASSCA Conferences and is very supportive of our own club. He ran a couple of special courses for us last year and members who participated learned a lot. He is the club's honorary consultant.

So do come along and **ASK THE QUESTIONS YOU WERE TOO SHY TO ASK LAST YEAR!** Bring your friends too. The business meeting should finish about 2.30, for a cup of coffee or tea from Marie's cafeteria and then Rod will speak from 3 till approximately 4 pm.

Please also note that Bruce White, one of our committee team, is now arranging for speakers, so if you know of any good speakers or would like a specific topic to be discussed, please contact Bruce. (phone number on page 4)

#### IN CASE YOU WERE WONDERING

Yes, we re-opened on Tuesday, January 27th. During the holidays, a crew of volunteers cleaned the premise thoroughly, corrected errors on computers and loaded new programs on some machines.

If you encounter any hang-ups or glitches in the next few weeks, please tell your trainer promptly so the matter can be resolved swiftly.

Have you thought about one of the special courses on offer? (See page 3) Try spreading your wings this year—even consider becoming a trainer if you would like to learn more about using computers.

Contact Darrell Hatch, our training coordinator, for more information. See him at the February meeting or phone him (phone number on page 4).

#### GEORGE ORWELL'S SIX RULES FOR GOOD COMMUNICATION

It's a long time since "Nineteen eighty-four" was published, in fact 60 years, one of the many books George (real name Eric Blair) wrote, including "Animal Farm". He was a real wordsmith and provided sound writing advice to many aspiring authors.

Application of these suggestions may improve your letter, or family history, writing skills!

1. Never use a metaphor, simile, or other figure of speech that you are used to seeing in print.
2. Never use a long word where a short one will do.
3. If it is possible to cut out a word, always cut it out.
4. Never use the passive when you can use the active.
5. Never use foreign phrases, jargon, or scientific words when you can use an everyday English equivalent.
6. Break these rules rather than say anything outright barbarous.

Useful info on how to identify scams in emails may be found via the latest FIDO news from ASIC. Have a look at website [www.fido.gov.au/fido/fido.nsf/byHeadline/Fraudulent+emails%3A%20some+look+genuine?opendocument](http://www.fido.gov.au/fido/fido.nsf/byHeadline/Fraudulent+emails%3A%20some+look+genuine?opendocument) for the complete story.

### TRAINERS AND COURSES

There are about 23 trainers assisting club members at present and their help is greatly appreciated. Trainers agree that teaching fellow members how to use computers is very rewarding, not only because they are helping others but particularly because they learn so much more about computing. *Perhaps you would like to become a trainer? The club runs a special course to "train the trainer". Please contact any trainer or Darrell Hatch, our Training Coordinator, for more details.*

#### MICROSOFT WORD PROCESSING

**Derek Rowland:** Runs group training sessions in MS Word. He covers the full range of Word's capabilities. WordArt, graphics, spreadsheets and drawing features. Notes are provided at each of the 6 weekly sessions. Please add your name to the list in the office. A minimum of 6 participants needed.

#### INTERNET COURSE

**John Ray:** Conducts Internet group training sessions in three sessions, which run from 1 –2 pm on Tuesday afternoons. Next course starts on Feb 10. Please add your name to the list in the office.

#### BASIC COURSE

**Darrell Hatch:** Darrell runs a basic course for newcomers on selected Saturdays, starting at 9.30 am. It's easy to follow and a good starting point. The next will be held on 28th February. Please put your name on the list at the club office to register for attendance.

#### MS EXCEL SPREADSHEETS

**Malcolm Fell** offers training in MS Excel on an appointment basis. Call him on 94516050 or email him on [mmfell@optusnet.com.au](mailto:mmfell@optusnet.com.au)

#### COMPUTER MAINTENANCE

On Wednesday afternoons, you may bring your troublesome control tower or laptop to the office, when **Colin Ward** may be able to suggest a solution to your problem, or make an adjustment. Appointments are necessary for this often lengthy procedure.

#### GROUP TUITION FOR BEGINNERS

Gay's course suspended until further notice.

#### DIGITAL PHOTOGRAPHY

**John Robinson** conducts training in Picasa and PhotoStory3 on Tuesdays from 2 to 4 pm. To join one of his courses, please call him on 9451 5977

#### GENEALOGY

**Anna Karalus** will help you get your family tree in shape. Please call her on 9451 5573 to arrange an appointment.

### WELCOME TO NEW MEMBERS

The club welcomes the following new members: Dorothy Polden, Bill Frame, Neil Gosbell and Sally Rosen. We hope you all have a happy, productive time, and some fun, as you learn about the cyberworld with us.

### IMPORTANT NOTICES

#### Recording Your Attendance and Departure times

Most of us remember to sign in upon arrival at the club office but sometimes some of us depart without recording our time out and our signature. It is important to record this in the attendance book please.

#### Subscription Reminder

If you receive your newsletter by mail, your membership renewal to Forest Computer Pals for Seniors is due at the end of the month shown on the top right corner of the address label on the envelope containing the newsletter. If you receive your newsletter by email, reminders will be emailed just before your subscription expires. If attending the club office please place your payment of \$70 for a year's membership in an envelope with your name and number on it and hand it to a trainer or office assistant to put in the diary and cashbox. Alternatively, post it to:

The Treasurer, Forest Computer Pals for Seniors, PO Box 116, Forestville 2087, or make an EFT payment directly to Forest Computer Pals for Seniors Bank Account. For

further information the Treasurer's email address is:- [treasurer@forestcompals.org.au](mailto:treasurer@forestcompals.org.au)

#### Members Training/Appointment Calendar

Members are asked to print their First and Family Names on the appointment schedule so that, if a trainer needs to contact them for any reason, their identity will be clear.

Members may book ahead for tuition for only one hour per week. However, if a member wishes to have extra tuition that member may, on the day they wish to attend, phone the club and if there is space available then, and only then, they may book extra time. (This requirement does not apply to Special Group courses as they are not listed on the booking sheets).

Would members who have booked time and cannot keep the appointment please phone as early as possible to allow others to utilise the place.

| ABOUT THE CLUB   |                                     | TRAINER INFORMATION  |  |        |   |  |
|--|-------------------------------------|--|--|--------|---|--|
| <p>Through mutual help we assist members to develop or improve their computer skills, including using the Internet. We do this in a relaxed environment where we also enjoy fellowship and exchange of ideas. We operate on a minimum budget and are very dependent on prompt payment of members' subscriptions to maintain this objective.</p> <p>The club is a founding member of the Australian Seniors Computer Clubs Association (ASCCA). The work of the club is voluntary and depends on its members for its resources in management and training.</p> <p><b>APPLYING FOR MEMBERSHIP</b></p> <p>Enquiries from prospective members are welcome. Please call the club office (9975 7762) or the Membership Co-ordinator (Reg Flew, 9971 0325) for more information.</p> <p>The entry fee is \$25. Subscription fees are paid annually (\$70 per annum) and are payable as they become due. All members, including trainers, pay full membership.</p> | Mon am                              | Jan van der Hilst<br>Richard Crighton<br>Bruce Adams               | 9452 5475<br>9972 0429<br>9958 3685              | Mon pm | Malcolm Fell<br>Bob Brisebois<br>Bruce White<br>Joan Kohler | 9451 6050<br>9451 4660<br>9451 9779<br>9905 5193 |
|  | Tue am                              | Don Muir<br>Graham Allan<br>Shirley Palmer                         | 9451 6548<br>9451 4336<br>9451 0158              | Tue pm | Special courses — see<br>Notice Board                       |  |
|  | Wed am                              | Dick Manuell<br>Archie Macnaughton<br>Gay Savage                   | 9451 1578<br>9938 1971<br>9452 1937              | Wed pm | Ian Parsons<br>Ken Moorley<br>Susan Howell<br>Jack Wilson   | 9452 4249<br>9451 0494<br>9415 1167<br>9452 1148 |
|  | Thu am                              | Len Johnson<br>Richard Smith<br>Anna Karalus                       | 9450 2167<br><br>9451 5573                       | Thu pm | John Robinson   | 9451 5977  |
|  | Fri am                              | John Ray<br>Kate Holland<br>Shanelle Breusch<br>Pam Perrin (10 am) | 9451 9396<br>9810 2451<br>9452 5680<br>9449 2734 | Fri pm | Derek Rowland<br>MS Word groups                             | 9451 3969  |
|  | <b>OTHER TRAINING INFORMATION</b>   |  |  |        |   |  |
| Colin Ward   | Computer maintenance<br>and repairs | By Appointment   | 9451 1000  |        |   |  |
| Marie Bailey   | Wednesday am                        | Social Coordinator & Office<br>Assistant                           | 9451 5307  |        |   |  |
| Pat James  | Monday am                           | Office Assistant   | 9905 1882  |        |   |  |
| Elaine Mulligan  | Friday am                           | Office Assistant   | 9939 2686  |        |   |  |
| Sandra Brophrey  | Skype & dig. photos                 | By Appointment   | 9939 7737  |        |   |  |
| Lexie Keston   | Tuesday am                          | Office Assistant   | 9417 3354  |        |   |  |
| Anna Karalus   | Genealogy                           | By Appointment   | 9451 5573  |        |   |  |
| <b>Committee for the year October 2008 to October 2009</b>   |                                     |  |  |        |   |  |
| Colin Ward<br>President  |                                     | 9451 1000  | Reg Flew<br>Vice-President                       |        | 9971 0325   |  |
| Sandra Brophrey<br>Secretary   |                                     | 9939 7737  | Bob Brisebois<br>Treasurer                       |        | 9451 4660   |  |
| John Ray   |                                     | 9451 9396  | Darrell Hatch<br>Training Coordinator            |        | 9982 7139   |  |
| Ken Moorley  |                                     | 9451 0494  | Bruce White                                      |        | 9451 9779   |  |
| Anna Karalus   |                                     | 9451 5573  | <i>This space reserved<br/>for a volunteer</i>   |        |   |  |
| <b>LINKS</b>   |                                     |  |  |        |   |  |
| Be wary of opening Links in uninvited emails or websites telling to open those Links. Many of them contain Malware, which can take over your computer without your knowledge. If you are satisfied that you can go to the site, key it in yourself rather than click on the address contained in the message.  |                                     |  |  |        |   |  |
| <b>NEWSLETTER CONTRIBUTIONS</b>  |                                     |  |  |        |   |  |
| Contributions from members are welcome at any time. Please email them in plain unformatted text to Forest News editor, Dick Manuell: <a href="mailto:rman77@bigpond.net.au">rman77@bigpond.net.au</a> , or leave a document in the pigeonhole box.   |                                     |  |  |        |   |  |
| <p><b>IS YOUR COMPUTER A BIT SLUGGISH?</b></p> <p>(This procedure works for Windows XP, but may vary for Vista)</p> <p>You may have accumulated stuff you no longer need, or the material stored on the hard drive is scattered about somewhat illogically. You can correct these things by doing this:</p> <ol style="list-style-type: none"> <li>1. From the Desk Top open My Computer</li> <li>2. Right click on Properties</li> <li>3. Left click on Tools</li> <li>4. Left click on Defragment and follow further instructions.</li> </ol> <p>When that's done (and it may take some time!), do this:</p> <ol style="list-style-type: none"> <li>1. From the Desk Top open My Computer</li> <li>2. Right click on Properties</li> <li>3. In General, left click on Disk Clean Up and follow instructions.</li> </ol>  |                                     |  |  |        |   |  |