



## IMPORTANT MESSAGE FOR THE AGM 2014.

We need our Club to become more effective in training; and in management roles, in order to enhance our reputation and increase our financial membership.

Accordingly, we need more members nominating for the Committee.

- It is essential the Committee have new members, in order to become more productive.
- New members can offer that much needed *"fresh set of eyes!"*
- Committees are made up of INDIVIDUALS: but need to work as a TEAM.

Our aim is to make Forest Computer Pals the best it can be, by keeping abreast of future changes and provide maximum technical training for our members.

If you have any questions, please feel free to contact the Secretary, or any Committee member.

Nomination forms will be available at the club office.

**Remember:** We need you to nominate.

This is YOUR CLUB and Your club NEEDS YOU.

JOE MAGNO.

Treasurer

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## Club Survey

"Thank you to the whole Nine members interested enough in their club to respond to the survey in the July issue. If you'd still like to have your (anonymous if desired) say, there are forms on the club office bench and instructions on what to do with the completed forms." It is also repeated on last page again for those who could be seeing it for the first time.

Forest Computer Pals thanks  
Warringah Council for its  
support.



Warringah Council

**Welcome to the Following New Members:**

Maral & Vic Phillpossian, Jill Whittingham.

# Minutes of July Monthly Meeting

31st July, 2014.

Meeting commenced 2.00pm, with a welcome to all members, visitors and members attending their first meeting. Attendance low with only 14 members, and 1 visitor. There were 8 apologies. Minutes Moved by: Anna Karalus; Seconded: Pamela Hunt. No Matters arising

**SECRETARY'S REPORT:** Two Apple iPads purchased with proceeds WSC Grant. Next step is to train the Trainers, in order to catch up and teach the masses.

**TREASURER'S REPORT:** Joe Magno advised us that we currently have 150 financial members as at 30/6/14. Total assets \$8,412. We are still experiencing problems with membership payments. There's still \$50 cash in the tin, with no name. Can anyone shed some light? Moved: Joe Magno Seconded: Pamela Hunt.

**DARRELL:** The new iPads are already engraved: "Forest Computer Pals for Seniors." Darrell is to engrave them with iPad 1 and iPad 2 respectively.

**IF PURCHASING A COMPUTER:** ask a Trainer or President Col.

**MALCOLM:** advised us he has been working on a Windows 8 shutdown button in middle of screen; and has restored games. Janece Burge Lopez raised the point of it being in the middle of screen on club computers; as new pupils would have to be shown the difference, because their computers would now be different.

**JOAN KOHLER** is away, so there was no report. It was known that Bruce White is seriously ill in RNSH. Derek Rowland was also in RNSH but was expected back on Monday.

**PRESIDENT'S REPORT:** Once again President Col impressed on members the need to keep their computers updated AND always BACK UP your work. There are plenty of SCAMS and Scammers around, just waiting to get you. The Government Scam watch is there for your protection: USE IT. Col told us that there were 1835 attempts to crack the club website one morning alone. Fortunately Kerrie has the website set up so one wrong password, and locked out for 24 hours. The phone scammers are really hot on the trot at the moment. If you get any nosy calls from strangers asking about bank or personal details, OR telling you that your computer has a problem: JUST HANG UP. Always remember: "when in doubt: DON'T." Check the club website Home page for links to the Government SCAM watch website.

**FOLLOWING THE USUAL AFTERNOON TEA IN MARIE'S KITCHEN;** we were introduced to a wonderful new Guest Speaker, Nick Sharp. Nick is a Volunteer for Beyond Zero emissions. He uses Ubuntu Linux OS; a complete Office Suite. He is a passionate and inspiring speaker. He talks on sustainability and it having to become mandatory.

If you weren't at the meeting, then you may never know; as this very long and absolutely riveting, yet extremely complex and idealistic theory cannot be delivered in a few words.

**NEXT MEETING:** Thursday 28th August, 2014. Put it in your diaries and please make an effort to come to the club and mingle with your fellow members for a pleasant couple of hours. In case you've forgotten: it's called "socializing." AND we don't want to forget who you are!

PAMELA HUNT. Secretary  
Secretary.

## Our Next Guest Speaker: Vidhu Ja

of the Taxation office who will talk on how the Tax Dept. works and what it means to you. 28<sup>th</sup> August 2014 at 2:00PM

### WHICH WAY TO GO:

There is a new 11" touch Screen Notebook with Windows 8.1. Intel inside Celeron Processor (Celerons of today much better than they used to be). HD 320 GB ; 4GB of RAM . Great Beats Audio Dual Speakers.

This is an upmarket netbook and lies between a tablet and a laptop. The new Surface Pro (Tablet computer depending on how much you add to the starter which retails as a starter for the same price at around \$550 but when you compare price and what you get:

The Surface Pro to get to the same specs as the Notebook is around \$1500. It really depends on what you want to do with a computer/tablet. Do you want to cloud your pictures or keep them with you.

It all depends on what you can do. Both are good in their own way. The surface would be lighter for travelling but very little space on board.

#### The nuances :

Consideration of what you need a computer for Home, taking with you in car/caravan or are you flying overseas are all important.

## Help with your Computer.

How often have you had computer problems and need a quick answer.

Sandra & Keith Brophey may be able to help you. Being members of Computer Pals will afford you friendly no cost help.

Keith has great knowledge of Hardware and Sandra can help with learning the nuances of some software products.

## YOUR KEYBOARD

Is your keyboard your friend or your foe, servant, or your master? Do you treat it carefully, or abuse it?

Here are a few tips on caring for it to ensure it serves you well.

**KEEP IT CLEAN.** Wash your hands before using it. Don't eat, drink, or smoke while using it. If you do spill your coffee on it, immediately disconnect the keyboard from the system, then invert the keyboard and place it in a warm dry spot for at least 24 hours before trying to use it again. Or just buy a new one: they're not very expensive.

**CLEAN IT REGULARLY.** With the computer turned off, clean the key pads with a cotton bud moistened with Methylated spirits (*Do not allow free liquid to drip from the bud!*), then with a second dry bud wipe off any residual dirt. Take care to not dislodge the actual keys. Use the same technique to clean all the accessible surfaces between the keys. Finally, using a small brush attachment, vacuum clean the whole of the keyboard.

**TREAT IT GENTLY.** In a really old-style typewriter (remember them?) the user supplied enough energy to propel the actual print head to the ink ribbon and then the paper on the platen. Not so with computer keyboards – all you need to do is depress the key lightly and briefly to establish an electrical contact, thumping is unnecessary, especially when you repeat the same mistake several times!

**TRY OUT ALL OF ITS RESOURCES.** The *function keys*, along the top of the keyboard, permit special operations to be employed. What they actually do is different for different operating systems and *applications* (programs). Visit [http://en.wikipedia.org/wiki/Function\\_key](http://en.wikipedia.org/wiki/Function_key) for a full description of these useful short-cut keys. (that's an *underscore* between the "n" and "k")

We assume you know how the *Shift* key modifies what is registered. Remember to keep your eye on the *Capslock* light, somewhere on the keyboard, including maybe right in the *Capslock* key itself. There are some other possibilities that are often not recognised. Can you find the *Tilde*? It's the little squiggle above the single quotation mark, usually right at the left-hand end of the row of numbers. It's also known as a *swung dash*, and is mainly used to show derivatives of a word, rather than repeating the whole word. It's mainly used in dictionaries (as for instance in *main*, then standing for the adverb *mainly*, as *~ly*.) But as you'll note in the Wikipedia item, there are lots of other specialised uses.

If you wished to run a line right across a page, a quick way to do this is to hold down *Shift* and *Underscore* (above the *hyphen*) like this \_\_\_\_\_, for as long as you need to.

If you need a vertical line, try *Shift* and simultaneously press the key next to the *Back Space* (*\*, or *back slash*, is the lower case unit).

This item only touches the surface of Keyboard resources. Visit [http://en.wikipedia.org/wiki/Function/keyboard\\_shortcuts#Description](http://en.wikipedia.org/wiki/Function/keyboard_shortcuts#Description) to try out the wide range of *Short-cuts* available for your particular type of keyboard. *Have fun getting the best out your faithful servant, the Keyboard. List of Shortcuts in last months newsletter.*

"There is Council free Wi-Fi  
connected to the Forestville shops.  
Connect and get 2 hours free use.  
If anyone needs more, just connect again. That is  
what Michael Regan has told us. Spread the word.

Pam Hunt



## The Modern Motor V's The Modern Computer.

For all of us who feel only the deepest love and affection for the way computers have enhanced our lives, read on.

At a recent computer expo (COMDEX) Bill Gates reportedly compared the computer industry with the auto industry and stated:

"If Ford had kept up with technology like the computer industry has, we would all be driving \$25 cars that got 1,000 miles to the gallon."

In response to Bill's comments, Ford issued a press release stating:

If Ford had developed technology like Microsoft, we would all be driving cars with the following characteristics (and I just love this part):

1. For no reason whatsoever, your car would crash.....twice a day.
2. Every time they repainted the lines in the road, you would have to buy a new car.
3. Occasionally your car would die on the freeway for no reason. You would have to pull to the side of the road, close all of the windows, shut off the car, restart it, and reopen the windows before you could continue. For some reason you would simply accept this.
4. Occasionally, executing a manoeuvre such as a left turn would cause your car to shut down and refuse to restart, in which case you would have to reinstall the engine.
5. Macintosh would make a car that was powered by the sun, was reliable, five times as fast and twice as easy to drive - but would run on only seventeen percent of the roads.
6. The oil, water temperature, and alternator warning lights would all be replaced by a single "This Car Has Performed An Illegal Operation" warning light.

I love the next one!

7. The airbag system would ask, "Are you sure?" before deploying.
8. Occasionally, for no reason whatsoever, your car would lock you out and refuse to let you in until you simultaneously lifted the door handle, turned the key and grabbed hold of the radio antenna.
9. Every time a new car was introduced car buyers would have to learn how to drive all over again because none of the controls would operate in the same manner as the old car.
10. You'd have to press the "Start" button to turn the engine off.



Members Lessons

Would members please remember to arrive and leave on time so as to not inconvenience the next lesson. Some Members are running as much as ten to fifteen minutes over their time.

# SUBSCRIPTION REMINDER

Members are reminded that subscriptions, (which are payable in advance,) are due before the first day of January, April, July and October.

⇒ Annual fee is currently \$70-00

⇒ Quarterly fees currently \$25-00

Payments can be made either in person, at the club office; by mail (cheque payments only;) OR Electronic Funds Transfer.

Please ensure your NAME, MEMBERSHIP NUMBER and EMAIL ADDRESS are included on envelope: (include in sender's details, if posting.)

- **PAYMENTS IN PERSON:** are to be handed to a Trainer or Office Assistant for processing.
- **PAYMENTS BY MAIL:** are to be posted to Forest Computer Pals, PO Box 116 , FORESTVILLE 2087.
- **PAYMENTS BY ELECTRONIC FUNDS TRANSFER:** Use your MEMBERSHIP NUMBER and LAST NAME in DESCRIPTION space.

Any enquiries, please contact The Club's Treasurer, Joe Magno  
PH: 94510582; email: [treasurer@forestcompals.org.au](mailto:treasurer@forestcompals.org.au)

## Contact Us

MEMORIAL HALL

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[forestcomputer-pals.org.au/](http://forestcomputer-pals.org.au/)

[forestcompals@swiftdsl.com.au](mailto:forestcompals@swiftdsl.com.au)

Day	Trainer AM	Contact Number	Day	Trainer PM	Contact Number
Mon 9:00 am to 1:00 pm	Derek Rowland	9451 3969	Mon 1:00 pm to 3:00 pm	Jan van der Hilst Joan Kohler  Malcolm Fell (by appointment)	9452 5475 9905 5193
Tues am	Graham Allan  Steve Richards  Detlef Volkmer	9451 4336	Tues pm	Special courses: see Notice board.	
Wed am	Gay Savage  Dick Manuell	9452 1937  9451 1578	Wed pm	Ian Parsons  Ken Moorley  Susan Howell  Jack Wilson	9452 4249  9451 0494  9415 1167  9452 1148
Thur am	Richard Smith  Anna Karalus	9451 5573	Thur pm	Special courses: see Notice Board.	
Fri am	Kate Holland  Pam Perrin  John Ray	9810 2451  9449 2734  9451 9396	Fri pm		

## DOES YOUR CLUB MEET YOUR NEEDS?

*Please don't just skip this item - your input is essential.*

It can be anonymous if you wish, but please take time out to tell us frankly what your views are. Please circle your replies, or indicate your views where appropriate.

1. **FIRSTLY:** just a few bits about you:

- ◆ Gender M, F  
How long have you been a member? <2, 3-5, 5-10, >10 years.  
Do you attend monthly meetings? If not, please tell us why:
- ◆ What changes would you like to monthly meetings?
- ◆ Do you use a Tower, Laptop, Tablet, Ipad or phone? Please circle all that apply.  
What operating system are you using? Windows XP, 7, 8, 8.1, other.  
Are there programs you'd like to learn but are not in our repertoire at present?

2. **SECONDLY:** some questions about the club's performance.

Please rate the trainer(s) you work with (with 1 = lousy, 2 =poor, 3 =neutral, 4 =pretty good, 5 = tops) 1..2..3..4..5

If you said 1 or 2 above, please tell us why you rated them that way

Have you ever considered standing for the committee? Yes, No.  
Do you have any comments about the committee?

Do you have any suggestions you think could improve our club? For instance, would you like to have some visits to relevant places (which would cost you money of course!). Should the Christmas party continue? Etc.

Trainers need a break occasionally. If we changed operations to coincide with school terms, how would that affect you? I'd Leave, Continue reluctantly, or Continue.

Any other comments would be welcome. Thank you for helping us to ensure the club serves you well.