



Forest News

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What's on in 2005

- **Wed. 2nd Feb:**
Committee Meeting, Memorial Hall, 1.45 pm.
Trainers' Meeting, 4 pm
- **Wed. 9th Feb:**
Newsletter Folding, Club Office, 9am.
- **Thurs. 24th Feb:**
Monthly Meeting, Memorial Hall 2 pm;
Guest Speaker: Colin Ward
- **Wed. 2nd Mar:**
Committee Meeting, Memorial Hall, 1.45 pm.
Trainers' Meeting, 4 pm
- **Wed. 9th Mar:**
Newsletter Folding Club Office 9 am
- **Thu. 24th Mar:** Monthly Meeting Memorial Hall 2 pm; Guest Speaker: Colin Pike, Do Neat Things With Your Stuff.

WELCOME BACK IN 2005

The Club had a spruce up during the Christmas Break with members of the Committee engaged in a cleaning frenzy so we hope you will notice the difference.

The computers were also given the treatment with extraneous files being removed and unnecessary icons being removed from the desktops. Now all we have to do as Club Members is to remember to delete the files we make from the Computers and if we wish to save them then save it on a floppy or other device. Remember to bring a floppy with you and if you forget don't worry, as floppy's are generally available at the Club. Please don't put icons (shortcuts) on the Desktop. It only takes a millisecond to go to Start, Programs, then to the appropriate program.

In his Christmas Address the President again acknowledged the role of all the volunteers who make the Club what it is, one of the most successful clubs of it's kind.

Many of the volunteers have been with the Club for many years and obviously enjoy the role they play in the Club while with the newer volunteers we can only hope that they to can enjoy the same sense of satisfaction.

It may not be appreciated by all the members that these volunteers are carrying on a tradition fostered by previous members in giving their time freely without recompense and being subject to the same fee structure as the general membership. There is no distinction between the various volunteer activities as each is an active participant in the team that keeps the Club operating in a functional manner for the benefit of the Members.

Remember it is your Club should you have some comment or ideas for improvement then talk to our volunteers or directly with a member of the Committee. We're listed on the back page of the newsletter.

A. Macnaughton Jan05.

THANK YOU WARRINGAH COUNCIL

Once Again Warringah Council has been gracious in giving this Club a Grant.

This Grant has enabled us to purchase a new Scanner that will now meet the demands of all those members using Photographic Software in the Club. The Scanner is capable of transmitting high quality images to the Computer from negatives, slides, and hard copy (photos and other print media). So come to the Club and make use of this fabulous equipment.

ACKNOWLEDGEMENTS

Forest Computer Pals for Seniors would like to acknowledge the generous support given by our major sponsors.



Warringah Council



What's on in 2005

Date	Speaker	Organisation	Topic
17 January	Club Reopens		
24 February	Colin Ward	FCPFS	Questions and Answers' discussion. How to protect and speed up your computer. How to backup files, etc.
24 March	Colin Pike	Thistle Cottage Software P/L	Do Neat Things With Your Stuff'. Digital Photography programme. Demonstration. Purchase software.
28 April	Tom Rimmer	Bizland Pty Ltd	Upgrading your Computer. Display all components inside a Computer box. Repairs & Upgrade.
26 May	Keith Foreman	Quicken Australia	Quicken Personal Plus 2004'. Maintaining your financial records.
23 June	Colin Murace	Australian NetGuide Pty Ltd	NetGuide magazine demonstration of useful computer and Internet tips.
28 July	Lesley Irwin	Teacher – Manly Warringah Community College	Computer Training
25 August	Bob Starling	Westlakes Seniors Computer Club	Family History research
22 September		Celcast	Demonstration of Celcast products: Photographic paper, Cards, T-shirts, Craft Ideas, transparencies, etc.
27 October	Julie Sutton	FCPFS Club Patron	Annual General Meeting and Election of Office Bearers 2005 - 2006
24 November	Ebbe K Bahnsen	e-Ways Pty Ltd	Demonstration of e-Ways Books
8 December	Club's Christmas Party	FCPFS	Members and their Guests
16 December	Club Closes for Christmas		

Minutes of the General Meeting 16th December 2004

President Colin welcomed Members and Guests to the Club's Annual Christmas Party.

With forty-two members and two guests present there was lively exchange with people catching up with each other and a few discussions on matters computer. Of course nothing interrupted the frequent visits to the banquet that was provided through the generosity of our members who also stocked the bar enabling us all to quench our thirsts it being a typically hot day.

During the festivities the raffle was drawn with 1st prize going to J. Richards with C Wynn, N, Treloar, and M, Saunders getting 2nd. 3rd, and 4th prizes respectfully. All-in-all a most pleasant time was had by those present.

Five apologies were received and to those and others unable to attend we hope to see you at the Christmas Party next year.

WARNING !!!!!

Wednesday December 1st the Club's air conditioning unit SHUTDOWN. Thankfully on Thursday December 2nd it started up OK.

On reviewing the situation it was revealed that the Clubroom door was open and this unit is not designed to condition our Club Room and the Main Hall as well.

So; KEEP THE CLUB ROOM DOOR CLOSED if you want to be comfortable. The temperature setting should be maintained at 23 degrees for comfort in both summer and winter and to conserve energy.

Be kind to the air conditioning unit or the next shutdown may see us back to those days when such a luxury was not available.

SPECIAL COURSES**WORD PROCESSING-GROUP TUITION—Microsoft Word - Basic to Intermediate levels**

During Derek Rowland's absence on sick leave, Gay Savage will be conducting these Group Network Tuition Courses on each of six Friday afternoons from 1 to 3pm. It is anticipated that the next course will start on 4th February 2005. During these courses you will learn how to enter, select and edit text; work with fonts, formatting, folders, files, templates; arrange margins, alignments, print settings, headers and footers, indents and tabulations; insert columns and tables. WordArt, graphics, spreadsheet and drawing features will also be introduced. A working knowledge and understanding of MS Word will provide members with a good insight into most word processing programs. Notes will be provided at each of the 6 weekly sessions. If you are interested, please add your name and telephone number to the list displayed in the club room in January 2005 or ring Gay Savage on 9452 1937.

INTERNET

John Ray's internet group sessions are held over three weeks on Tuesdays from 1 to 2pm for a maximum of 12 persons. The dates for the next internet group session are 15th, 22nd and 29th March.

DIGITAL PHOTOGRAPHY

Paul Brenac will be conducting a 6 session digital photography course starting on the first Thursday in April 2005 from 2 to 3pm for a maximum of 8 persons. The dates for these sessions are 7th, 14th & 21st April and 5th, 12th and 19th of May 2005. This course is currently overbooked and no further names should be added to the list at the Club. Subjects to be covered during the course will include: Digital versus Film; Knowing and Choosing your Camera; Starting with Digital Photos; From Camera to Computer; Basic Editing; Sharing Digital Photos. All interested members should also attend the 24th March 2005 General Monthly Meeting when Colin Pike of Thistle Cottage Software will be our guest speaker at the meeting.

IMPORTANT NOTICES**Welcome to New Members**

The President, Colin Ward and the Committee would like to welcome Myra Beuman, Nancy Elliott, Tex Quirk, Peter Quirk, Patricia Hurt, Elizabeth Wilson, Gary Mouris, Joy Robilliard, Jewel Adamson, Sally Lee, Virginia Haynes, June Nisbet, Rose Dellagiacom, Robin Marsden, Myee & Geoffrey Milne, Wilga Belfort, Shirley Doherty, Valerie Marshall, Malvina Anthonisz, Marta Narinli, Jack Pickering, Jill & Bob Fleming, Rodna Fitzsimons, Kay Merrick, Dee Johnson, Rosie Dilanian, Judith Jones who joined the club during December and January.

Subscription Reminder

If you receive your newsletter by mail, your membership subscription to Forest Computer Pals for Seniors ends at the end of the month shown on the top right corner of the address label on the envelope in which this newsletter was enclosed. If it shows Dec 04 your subscription will expire at the end of December 2004. You should pay your subscription before then to avoid becoming non financial and having your name removed from the mailing list. If you receive your newsletter by email, reminders will be emailed about a month before your subscription expires.

If attending the clubroom please place your payment of \$25 for a quarter's or \$70 for a year's membership in an envelope showing your name and membership number in the cashbox provided. Alternatively, post it

to: The Treasurer, Forest Computer Pals for Seniors, PO Box 116, Forestville 2087 or make an EFT payment direct to Forest Computer Pals for Seniors Bank Account. Please send an email to Jack Wilson at: - jwilson@exemail.com.au requesting detailed instructions on how to pay your fees via on line banking.

Recording Your Attendance and Departure

Most of us remember to sign in upon arrival at the clubroom but sometimes some of us depart without recording our time out and our signature. It is important to record this in the attendance book. If in doubt about this, please ask the receptionist or a trainer for advice.

Members Training Calendar

Members are normally allowed to book for one hour of training plus any course attendance per week. However, when there are many vacant spaces on the booking sheets all members may book an additional hour of training per week. Irrespective of any other bookings members may use any available free times by phoning in and checking if there is any time available on the day of phoning.

Old Printer Cartridges

Old cartridges can be recycled at the Frenchs Forest Post office in Forestway Shopping Centre or through some other recycler of your own choosing.

GENERAL INFORMATION		Training Information					
Club Location Memorial Hall, 3 Starkey Street, Forestville 2087. PO Box 116 Forestville 2087 Phone: (02) 9975 7762 Fax: (02) 9453 4077		Mon am	Jan Van der Hilst Richard Crighton Sandra Brophey	9452 5475 9972 0429 9939 7737	Mon pm	Malcolm Fell Bob Brisebois Joan Kohler	9451 6050 9451 4660 9905 5193
ABOUT THE CLUB Through mutual help we assist members to develop or improve their computer skills, including accessing the Internet. We do this in a relaxed atmosphere 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.		Tue am	Don Muir Graham Allan Shirley Palmer	9451 6548 9451 4336 9451 0158	Tue pm	Special courses see page 2 & Notice Board	
Entry Fee & Subscription The entry fee is \$25. Subscriptions can be paid quarterly (\$25 per quarter) or annually (\$70 per annum) and are payable as they become due on the first day of each quarter. All members, including trainers, pay full membership.		Wed am	Dick Manuell Archie Macnaughton Gay Savage	9451 1578 9938 1971 9452 1937	Wed pm	Ian Parsons Jack Wilson Susan Howell	9451 4515 9452 1148 9415 1167
The club was honoured to receive the Premier's Award in 1995 and the Frank McAskill Trophy in 1996. A recognition certificate award was received from Cota (NSW) in 2002 for good practice.		Thu am	Len Johnson Fay Stewart Richard Smith Bruce Adams Anna Karalus	9450 2167 9958 3685 9451 5573	Thu pm	Special courses see page 2 & Notice Board	
The club is a founding member of the Australian Seniors Computer Clubs Association (ASCCA). Forest News obtained first place in ASCCA's 2004 newsletter online competition. The work of the club is voluntary and depends on its members for its resources in management and training. Enquiries from prospective members are welcome. Please call the club office (9975 7762) or the Membership Coordinator (Reg Flew 9971 0325).		Fri am	John Ray Kate Holland Shanelle Breusch	9451 9396 9810 2451 9452 5680	Fri pm	Derek Rowland Word groups	9451 3969
Newsletter Contributions Contributions from members are welcome at anytime. Please email them in plain unformatted text to Forest News editor, Rowena Barnes on: rowenabarnes@optusnet.com.au If sending a word document as an attachment avoid any formatting whatsoever (no headers etc.) as the document will have to be reformatted to fit in the newsletter format. If possible, do use Verdana 9 font as this is the current default font for the newsletter and which is recommended for web viewing. Contributions will be included in a forthcoming newsletter depending on available space.		Colin Ward	Computer Maintenance and repairs	By Appointment	9451 1000		
		Paul Brenac	Quicken, Lotus Smart-Suite, Publisher	By Appointment	9416 4578		
		Frank Burke	Genealogy	By Appointment	9451 2364		
		Marie Bailey	Wednesday morning	Social Coordinator & Office Assistant	9451 5307		
		Pat James	Monday morning	Office Assistant	9905 1882		
		Elaine Mulligan	Friday morning	Office Assistant	9939 2686		
		Bruce White	Monday afternoon	Office Assistant	9451 9779		
WEEKLY TRAINING CALENDAR							
Members are asked to print their First and Family Name on the schedule so that, if a trainer needs to contact them for any reason their identity will be clear.							
TRAINERS' MEETINGS							
Club trainers meet on the first Wednesday of each month in the club's room at 4:00 pm (except January). Trainers' co-ordinator: Darrell Hatch.							
MEMBERS' PURCHASING							
Fay Stewart, the club's Purchasing Officer, can often help members to buy computer ware at good prices. If you are seeking a new item, software, hardware, services such as re-filling printer cartridges or other relevant items, call Fay at the club on Thursday mornings (9975 7762). Archie Macnaughton assists Fay and in her absence call Archie on Wednesday mornings on the same number. Also, if you hear of a good deal, please let them know about it.							
Committee for the Year Oct 2004 to Oct 2005							
Colin Ward, President		9451 1000	Paul Brenac, Vice-President		9416 4578		
Archie Macnaughton, Secretary		9938 1971	Jack Wilson, Treasurer		9452 1148		
Gay Savage, Speaker Organiser		9452 1937	Darrell Hatch, Training Coordinator		9982 7139		
Dick Manuell, Public Officer		9451 1578	Fay Stewart, Purchasing Officer				
Reg Flew, Membership Coordinator		9971 0325					