FOREST NEWS

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   Thursday Mar 13th
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Forest Computer Pals thanks Warringah Council for its support.

MINUTES OF THE FEBRUARY MONTHLY MEETING

Held on February 27 in the Memorial Hall.

A husky voiced President welcomed members to the first meeting for 2014. There were four apologies, (Malcolm Fell, Pam Hunt, Lynne Johannes and Ken Moorley), with 25 members present. The November 2013 minutes were accepted. There was no correspondence. Treasurer Joe Magno reported on club finances, with Year To Date Income being $6,674, YTD Expenses $6,490 and total assets at $9,700. His report was accepted. Asked a question about partial relief from rent, Joe said attempts to gain relief had been made to Council, but without success.

Darrell Hatch advised that Avalon club was running special courses on the use of ipads and tablets ($30 for two days). Joan Kohler had sent out one sympathy card.

President Colin had nearly finished the annual club DVD of useful programs and it will be available shortly at the office for members. He spoke about passwords, this being a topic in the March N/L (page 2) and said he used Dashlane by choice. (Applicable websites will be on the club website shortly.) The club has purchased a program able to remove forgotten passwords for getting into Windows 8. He reminded members of the need to install, use and regularly update anti-malware programs. (Recommended programs are on the club website.) Microsoft support for Windows XP will cease from April, leaving users vulnerable to hackers. He suggested switching to Windows 8.1. Backing up one's computer was now relatively cheap, with external drives of 1 TB capacity available as well as high capacity USB drives. Phone scams were becoming more frequent, but the solution was still "Hang up, without bothering to say Good-bye!" Report them to ScamWatch if possible (details on club website). For reading documents received in PDF format Nitro reader and Foxit rivalled Adobe Reader in efficacy. Responding to a question about invasion of credit card information carried on the person's being by passers-by equipped with Wifi smart phones, he showed his rippled aluminium credit card holder, which blocked intrusions. Date of next meeting, March 27. Meeting closed at 2.30 pm.

After the usual afternoon tea or coffee and chat, Dick Manuell spoke about the use of chemicals around the home. He covered five areas, kitchen, bathroom, laundry, garage/workshop and the garden, mentioning chemicals to avoid or use cautiously and alternative products for some toxic or harmful products. He also included information about accessing and interpreting Nutritional panels on foodstuffs and the related "Ingredients" information.

The slides he used , which included several useful websites, will be on the club website.

MARCH MONTHLY MEETING SPEAKER

Will be the legendary **JULIE SUTTON MA, Dip Ed.,** renowned for her humorous and incisive comments on life in Warringah. Retirement from Council activity after 25 years of service, on or off, as it were, has not slowed this lady down one little bit. Do come along on March 27 and bring your guests too. Business meeting at 2 pm, tea at 2.30 pm, and Julie at 3 pm.   *See you there!*

SDROWSSAP, or 123456

Did you spot two of the commonest passwords in use, in the heading?

How about your passwords? How many do you have? Where do you store them, in case your memory lets you down? This article is designed to encourage you to strengthen your computer security by helping you to build a really **strong set of passwords**.

Several of our club trainers provided good tips for this chat and we thank them for their suggestions. For their own security, however, they remain nameless.

Cyber-snoopers, internet scammers and plain thieves, are lurking around the internet system looking for victims to rob, identities to steal, address lists to take over, computers to wreck and to do many other nasty things to whoever they can. You can protect yourself by applying sensible precautions like making your passwords very difficult to crack. Here are some suggestions to consider:

- Do use passwords, even on your home computer as well as your mobile – *some gullible folk think they are unnecessary!*

- Don't use simple passwords like those in the heading. Avoid names or words of any kind, or language, including family pets. Avoid using numbers only (I'm aware that ATMs use 4 digit number codes for PIN numbers, but they do have other internal safeguards)

- Include capitals, numbers and keyboard symbols at random spots in the password.

- Make the password at least 8 characters long. But no spaces, or double characters.

- Have several passwords, NOT just one.

- Change passwords at irregular, but reasonably frequent intervals.

- Keep them private.

- If you, like most people, write them down, keep that list at a place remote from the computer, or mobile. *Don't store them in your diary.*

- Consider using a security-safe website for storage of passwords. (See below for sites)

Some websites for safe (well, relatively!) storage of passwords:

http://www.microsoft.com/business/en-us/resources/technology/security/5-tips-for-top-notch-password-security.aspx?fbid=nDgAEtG_QpF   is a Microsoft article about making sound passwords.

https://dashlane.com/passwordmanager. Is a free site providing users with a "personal vault". It encrypts, that is, converts the message into a code that is unintelligible to casual readers, making information much safer from prying "eyes", but it is not fool-proof. It also can inform you of efforts to break into your vault. Dashlane Premium costs US\$ 30 annually and is recommended by the president.

http://lastpass.com.   This free site works largely like the others, but enables you to challenge its performance by an audit.
www.accouintlogon.com.   Mentioned in the MS article as reliable.

www.roboform.com.   Also mentioned favourably by MS.

A couple of other pointers: http means ***Hyper Text Transfer Protocol***. It is the major method for transmitting data on the internet. https means ***Hyper Text Transfer Protocol Secure.*** It has an inbuilt encryption system protecting it from invasion. Usually there is a little lock symbol at the right end of the address bar verifying the added protection. It's wise to execute banking operations on https sites, but this is not an absolute guarantee of safety.

Another way to improve safety when browsing is to download the TOR Browser bundle from

https://www.torproject.org/download/download-easy.html.en

This program integrates with other computers using TOR to provide a controlled safe environment in which to browse. If you wish to do Banking or make payments online then this really takes a great deal of the stress about security out of the equation. It endeavours to force all sites to use the "https" security rating rather than the ordinary "http".

Finally, there was this fellow in an office having trouble opening his computer, so he rang the Help desk, who asked him whether he was using the correct password. He replied "Yes, I'm sure it's correct, I copied it from the guy alongside me." The help tech said "Hmmnn. What was it?" The fellow replied "***Just 6 dots***".

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CAN'T FIND THE PROGRAM YOU SEEK?

Ask Darrell Hatch, our Training Coordinator and he'll see what can be done to help you.

We have about 18 Trainers, but we need more. Most trainers will tell you that they learned more about computing by becoming a trainer than by any other means.

If you'd like to consider becoming a trainer, talk to any trainer, or Darrell, about it. **We can provide training for you.**

PUNOGRAPHY

What does a clock do when it's hungry? . *Why, it goes back four seconds*

How did Moses make his tea? *Hebrewed it.*

Broken pencils are pointless.

I didn't like my beard at first. *Then it grew on me.*

TRAINER INFORMATION

This table shows at which times trainers attend the Club. To find which programs Trainers can offer, check the list above the booking boards.

We welcome Detlef Volkmer, to the ranks of our club trainers and trust he'll enjoy being with us on Tuesday mornings

Mon am	Jan van der Hilst Bruce Adams	9452 5475 9958 3685	Mon pm	Bruce White Joan Kohler Malcolm Fell (by appoint- ment)	9451 9779 9905 5193
Tues am	Graham Allan Steve Richards Detlef Volkmer	9451 4336	Tues pm	Special cours- es: see Notice board and Trainers & Courses, page 3	
Wed am	Gay Savage John Robinson Dick Manuell	9452 1937 9451 5977 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 cours- es: see Notice Board	
Fri am	Kate Holland Pam Perrin John Ray	9810 2451 9449 2734 9451 9396	Fri pm	Derek Rowland	9451 3969

AMAZING! A LETTER TO THE EDITOR

(Before you start to read this letter, we suggest you open the February Newsletter at page 6, with all those prefixes. John Mc Gill has kindly taken time to send in some additions/corrections to the table):-

"**Hi Dick,**

As a retired Electrical Engineer with a bit of a scientific background but low "computer use" literacy, thought I would pass on the following thoughts associated with your table of large and small numbers (in the Feb issue):-

  1. In the middle of the table you could have added:-
    10^0 **(one), and 10 should be** 10^1 **(ten , or deca)**
    And at the end you could add 10^{100} **which is a googol (which inspired the name "google")**

  2. 1 byte is 8 bits
    1 kilobyte is 2^{10} **bytes (which is actually 1024 bytes)**
    1 megabyte is 2^{20} **bytes (which is actually 1 048 576 bytes)**
    1 gigabyte 2^{30} **bytes (which is actually 1 073 741 824 bytes)**

  3. For smallness you could add that: "an electron weighs 9.110 x 10^{-31} kilogram and that a proton is 1838 times heavier than an electron."

  4. A reminder that a "power" (superscript) following the number 10, indicates the number of zeros after the number: for example 10^6 =1 million, or 10^{-2} = 1 millimetre. would be better expressed as:- A reminder that a "power" (superscript) following the number 10, indicates the number of places to move the decimal point. e.g.: 1.67 x 10^6 = 1 670 000 (not 1.67000000) and 1.67x 10^{-6} = .00000167."

(Thank you John! We thought no-one ever read our newsletter.)

JOHN ROBINSON

Attends on Wednesday mornings. Responding to member demand, John now trains in Ipads and Apple laptops.

SENIORS WEEK—"TECH-SAVVY SENIORS"

On Thursday, April 3, our club will be on display for visitors to see how computers and their derivatives, can enhance life for Seniors.

From one o'clock to three o'clock, trainers will be available to show visitors how computers work, how emails and web-surfing operate and other communication devices. Afternoon tea (or coffee) will be served free. Visitors will be welcome and so will Members and their guests.

(Members able to help on the day should contact Pam Hunt, secretary, please)

TRAINERS AND COURSES

There are about 18 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*.

SOME OF THE COMPUTER TOPICS TRAINERS CAN HELP YOU WITH

BEGINNERS TUTORIAL

The next tutorial for newcomers will be held at the club office on a Saturday morning. Date to be advised. Darrell Hatch will lead the session. Booking recommended.

USING IPADS AND LAPTOPS

John Robinson, Ian Parsons, and Ken Moorley can all help. Make sure to bring your own device!

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.

GENEALOGY

Anna Karalus will help you get your family tree in shape, among other things. Anna trains on Thursday mornings.

DIGITAL PHOTOGRAPHY

Richard Smith is a whiz on photographic matters on Thursday mornings. Booking essential.

THE COURSE YOU WANT IS NOT ON THE LIST?

If there is a computer topic you'd like us to teach, please tell Colin Ward and he'll see what can be done to meet your need.

DISCLAIMER

All information supplied in the N/L, or by trainers, or speakers, is believed to be sound, but we cannot guarantee it. Members must satisfy themselves whether or not to use that information. Similarly, the club cannot accept responsibility for any damage that may occur to members' equipment while using that equipment on club premises.

Please Record Your Arrival and Departure Times

Most of us remember to **sign in** on 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. Please print clearly.

SUBSCRIPTION REMINDER

The Joining fee is $25, with quarterly subscriptions of $25.00, payable in advance for the periods Jan-Mar, Apr –Jun, Jul-Sep and Oct-Dec; or an Annual Fee of $70.00, for a 12 months period, commencing at the beginning of any of the quarterly periods mentioned. The address label on mailed newsletters will advise when subs are due.

If you receive your newsletter by email, reminders are emailed just before your subscription expires.   When paying, please put your cheque or cash in an envelope with your name and number on it and hand it to a trainer or office assistant to record it in the diary and put it in the cashbox.   Alternatively, post it (cheques only) 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.   The Subscriptions of most of the Club members became due at 30th June 2013 and prompt payment would be appreciated. This may be done by post to Forest Computer Pals, P O Box 116 Forestville 2087, or paid at the club office. For any queries, please phone Reg on 9971 0325.

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 one hour session each 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 an extra hour. (This requirement does not apply to Special Group courses as they are not listed on the appointment calendar).

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

WELCOME TO NEWCOMERS

It's a pleasure to welcome the following new members to Forest Computer Pals. We wish you all well as you discover the fun, and foibles, of the fascinating world of computers and associated technology:

Glory Clifford, Ann Smith, Sonja Kegreiss, Joyce Mansur, Margaret Hoare, Judith Faulkner, James Saul, Elizabeth Martin, Jill Robinson, Noeline Pickworth, Connie Lee, David Norman and Elaine Merchant.