



# Forest News

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**Coming Up**

- Next monthly meeting  
April 27

**Meetings**

- Committee meeting April  
4, 2007 at 1.45 pm
- Trainers meeting April 4,  
2007 at 4 pm

**OUR MARCH SPEAKER**

Our Guest Speaker at the Monthly Meeting on Thursday 22<sup>nd</sup> March, starting at 2 pm, will be Mr. Bill McCully from Easy Computing for Seniors Pty. Ltd.

Bill will demonstrate the new "Take the Teacher Home" course, which is an easy way to learn basic computer skills, by seeing step-by-step CD lessons on your own computer. If you've ever struggled to follow instructions in computer books, you know exactly how confusing they can be! But seeing each step demonstrated on your own screen is a quite different experience. This six-lesson set of CDs shows exactly how your screen should look as you follow clear and friendly instructions. At any stage you can simply restart the CD and replay anything you're not sure of over again. Then just practise each step before you go to the next stage.

This new, easy way to learn computer basics has the full support of the *Australian Seniors Computer Clubs Association, ASCCA*. The cost of "Take the Teacher Home" is very modest.

Bill McCully is a long term instructor at ASCCA clubs and has a lot of practical experience in teaching seniors computer skills. There will be time for questions on the day.

Bill can be contacted on Phone: (02) 4352 1095.

**OPEN DAY MARCH 16**

Are you doing your bit for the day? Call Archie on 9938 1971 and make yourself available if you can, even if for only a short time. Have you considered taking a few friends along? You know what fun and how helpful it is—why not introduce it to others?

The club will be open from 9 am to 3 pm and there will be demonstrations of many programs, including the Internet. Trainers will be there too, to answer queries you or your guests, may have. See you there then, for sure!

**WELCOME TO NEW MEMBERS**

The committee and club members welcome the following new members of the club and hopes they have a lot of fun getting to know computers and other members: Eve Glover, Felicity Vorster and Carol Jones

**ASCCA NEWS**

The Ninth Australian Computer Conference for Seniors will be held 8-9 August at Level 1, 280 Pitt St, Sydney. It's a way off, but pop it in your diary now! You can check for early bookings or other details on the ASCCA website – [www.seniorcomputing.org.au](http://www.seniorcomputing.org.au). While you're on the website, have a look at the next ASCCA general meeting on April 17. These are always very informative meetings and all Forest club members are automatically ASCCA members, so gather up a few friends and give it a try! Details of the **Digital Cinematography** workshop to be held in Newcastle on May 7 and 8 are on the same website—just click on the What's the Latest Column

Forest Computer Pals for Seniors welcomes the support of:-



Warringah Council

### Monthly General Meeting Minutes, February 2007

**Welcome:** President Colin welcomed all members and guests. First time members were given a special welcome.

**Minutes:** of the December 2006 General Meeting accepted

**Correspondence:** nil.

**Treasurer's Report:** for 01/07/2006 to 31/01/2007 presented and accepted (Refer to Financial Statement circulated).

**Committee Reports:**

**Training Coordinator:** Lexie Keston will be an Office Assistant Tuesday mornings.

**Purchasing Officer:** Fay Stewart reminded members that used ink cartridges can be left at any Post Office for recycling. Fay had received a number of enquiries recently from members wanting to know what goods she keeps at home for sale to members. Fay does not keep any goods whatsoever at home. As Purchasing Officer she obtains prices only to help members save members money on goods they purchase through the club. *Strathfield Car Radio Ads* have some good specials on at the moment, although Fay had not had an opportunity to find out what the quality is like. Fay recently purchased a new computer program '*American Greetings CreatoCard*', which she recommended. It is by *Broderbund* and contains lots of good Clip Art and Graphics compatible with *Print Master*, making it possible to copy and paste from one program to the other. Please contact Fay if you are interested in purchasing a copy of this program at a cost of \$19.95 + postage.

**Social Director:** Marie Bailey reported 40 members present, with five apologies and one visitor.

**General Business:**

**Sandra Brophay:** reported on the ASCCA Seminar; saying how much she enjoyed the course and the support received from Microsoft in the way of software and training. Sandra spoke of doing Pod Casting, which she likened to Skype, and MP3s. She expressed her thanks for being sent to attend the course.

**John Ray:** warned members of a scam email doing the rounds at the moment claiming that John Howard had had a heart attack. John Ray advised members to have nothing to do with this email. Do not touch it. Delete it. It is a virus!

**President's Report:**

The club's Seniors Week event will be held on Friday 16<sup>th</sup> March from 9.00am until 3.00pm. Colin reminded members that Volunteers and Trainers are required, and all those who would like to assist are requested to see Darrell Hatch or Archie Macnaughton. The club had installed 3 new computers, 2 new monitors and 1 modem router. The new equipment and clean-up of the club over the hols was done by Colin Ward, Paul Brenac, Archie Macnaughton, Darrell Hatch, Malcolm Fell, Ken Moorley, and others. We are now the proud owners of a new website: [www.forestcompals.org.au](http://www.forestcompals.org.au). Our host will be Server 101. He then demonstrated the website. The club has constructed a new CD with several useful programs on it (details next issue)

**Rechargeable Batteries:** are available from Mittoni Pty Ltd. AA batteries 2700mAh for \$50.00 per dozen delivered from Mittoni. (<http://www.mittoni.com.au/>). Price current as at 21/02/07.

**Email courtesy:** When sending emails to more than one person, it's very impolite to put dozens of email addresses in the "To:" box. The polite way is to address it to yourself and send Blind Carbon Copies ("bcc") to all the others.

**Vista:** In the USA VISTA Premium Upgrades cost from \$US138.00 to 159.00, in the UK from \$US216.58 to 290.73, while locally they range from \$US215.90 – 232.00. (Prices from online suppliers.)

**If you must buy,** go for the "Academic Vista upgrade" available at most shops @ \$A179.00. Those with Windows 95, 98, 98SE & ME will need to buy a new computer. Run "Vista Upgrade Advisor" before you buy any version of Vista. Wait until at least SP1 is issued, or you may still have to buy a new computer. Commentators say the same: "Vista is very pretty, but it has a large number of bugs and if you can wait "You are going to be much better off." (Comments from PC User, APC, PC World, Cnet, Znet & PC Authority, SMH Icon).

**Free Anti-Virus programs:** AVG from <http://free.grisoft.com/freeweb.php/doc/2/>. Free for personal use only. New version January. Avast from <http://www.avast.com/eng/download-avast-home.html>. Free for non-commercial use only. Clam A/V from <http://www.clamav.net/>. Free for personal use.

**Commercial Anti-Virus (you pay for it):** Norton A/V 2007 from [http://www.symantec.com/home\\_homeoffice/index.jsp](http://www.symantec.com/home_homeoffice/index.jsp). Pick one Anti-Virus program and use only one

**Anti-Spyware programs:** Ad-Aware SE Personal, Spybot Search and Destroy, Spyware Doctor, Comodo, Microsoft Windows Defender, A-Squared (A2), Use at least two of these programs.

**Free Firewall programs:** Zone Alarm v 6.1.744.000 Free Firewall download from <http://www.zonelabs.com/>. Look for Downloads – "Install as clean copy", Kerio Personal Firewall [http://www.kerio.com/kpf\\_download.html](http://www.kerio.com/kpf_download.html), Outpost Firewall Free <http://www.majorgeeks.com/download1056.html>, <http://www.personalfirewall.comodo.com/>. Choose one and use only one.

**Free Office programs include:** Open Office v 2.0.4 (Free) Download from <http://www.openoffice.org/>, or from Club CD. Abi-Word 2.4.6 is an award winning, small, fast, featureful and cross platform word processor <http://www.abisource.com/download/>

**Low cost software:** is available from 5 Dollar Software <http://www.5dollarsoftware.com/>

**Graphics programs include:** Irfanview: Free basic Photo Manipulation and file sorter <http://www.irfanview.com/>. Picasa 2: Free Photo Sorter / manipulator from Google, <http://www.picasa.com/index.php>. Latest version (November 2006) adds new features. Microsoft Photo Story 3.0 (Free), <http://www.microsoft.com/windowsxp/using/digitalphotography/photostory/default.mspx>

**Program Recommendations:** Diskeeper 9 (Free from PCUser Mag Nov 06) or 10 now 2007 cost \$US30.00. Defragmentation of hard drive. It's definitely the best Colin has used. CCleaner <http://www.ccleaner.com/download/>. CCleaner is a freeware system optimisation and privacy tool. It removes unused files from your system, allowing Windows to run faster and freeing up valuable hard disk space. It also clears traces of your online activities such as your Internet History.

**This Month's Speaker:** was Ken Moorley, one of our own Trainers, who gave a most interesting presentation on 'The Evolution of the Computer and what makes it tick'. Ken showed us what goes on inside the Control Tower and what we can do to improve our towers, or rectify deficiencies. Ken covered everything from a 'Human with a pencil and pad', displaying all the major components and explaining how they are integrated into what we call a computer today. All questions were well answered.

**Next Monthly Meeting** will be on Thursday 22<sup>nd</sup> March 2007 at 2.00pm in the Memorial Hall.

**Meeting closed:** at 4.00pm.

### SPECIAL COURSES

The club has some 25 trainers regularly attending and providing tuition for members. Most training is on a one-on-one basis, but Group training classes are also held. It is essential to prebook for group courses on the course lists. Group courses currently available include those indicated below.

#### MICROSOFT WORD PROCESSING

**Derek Rowland:** Runs group training sessions in MS Word. The next course will commence at 1 pm on Friday, March 30 and will run for 6 weeks, excluding April 21. It covers the full range of Word's capabilities. WordArt, graphics, spreadsheets and drawing features will also be introduced. Notes will be provided at each of the 6 weekly sessions. Please add your name and telephone number to the list displayed in the club office or ring Derek on 9451 3969

#### INTERNET COURSE

**John Ray:** Conducts Internet group sessions. They run over three weeks on Tuesdays from 1 to 2 pm for a maximum of 12 persons. The dates for the next sessions are April 10, 17 and 24. Please add your name to the list on the notice board, or call John on 9451 9396

#### BASIC COURSES

**Darrell Hatch:** Usually runs a special basic course for newcomers on the first Saturday each month. It's easy to follow and a good starting point. Next course is on March 3 and there will be one on March 31 too.

#### PHOTOSTORY 3

**Sandra Brophey:** is back with us. She and **John Robinson** will run a Photo Story 3 workshop on March 10, repeating on March 17 and follow up workshops for each course in April 21 and 28th.

#### DIGITAL PHOTOGRAPHY

**John Robinson**, who is a Thursday afternoon trainer, is an expert in digital photography and Photo Story. If you were given a digital camera for Christmas, book in for some good advice from him.

#### 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.

#### MP3s and PODCASTS

**Beth Schurr, Sandra Brophey** and **Paul Brenac** will demonstrate MP 3 players and podcasters at 1 pm on April 27. Please add your name to the list if interested. There will be no Derek Rowland Word course that day

### THANK YOU REG!

Those who attended the excellent monthly talk on February 22 would have seen the fine projector stand presented to the club by Reg Flew, in action for the first time. Thank you Reg!

### IMPORTANT NOTICES

#### Recording Your Attendance and Departure times

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 please.

#### 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 the newsletter was enclosed. If it shows Mar 07 your subscription will be due at the end of March and payment by the end of April is required to avoid termination of your membership, as required by Club Rules. 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 \$25 for a quarter's or \$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 it in the 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. Please send an email to Jack Wilson at:-

[jwilson99@optusnet.com.au](mailto:jwilson99@optusnet.com.au)

requesting detailed instructions on how to pay your fees via on line banking.

#### Members Training Calendar

Members are asked to print their **First and Family Names** on the 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.

Would members who have booked time and cannot keep the appointment please phone as early as possible to allow others to utilise the slot. (This requirement does not apply to Special group courses as they are not listed on the booking sheets).

<p><b>ABOUT THE CLUB</b></p> <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 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.</p> <p>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.</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).</p> <p>The entry application 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.</p>	<b>Trainer Information</b>					
	Mon am	Jan van der Hilst Richard Crighton Bruce Adams	9452 5475 9972 0429 9958 3685	Mon pm	Malcolm Fell Bob Brisebois Bruce White Joan Kohler	0411208567 9451 4660 94519779 99055193
	Tue am	Don Muir Graham Allan Shirley Palmer	9451 6548 9451 4336 9451 0158	Tue pm	Special courses — see page 2 & Notice Board	
	Wed am	Dick Manuell Archie Macnaughton Gay Savage	9451 1578 9938 1971 9452 1937	Wed pm	Ian Parsons Ken Moorley Susan Howell	9452 4249 9451 0494 9415 1167
	Thu am	Len Johnson Fay Stewart Richard Smith Anna Karalus	9450 2167 9451 1959 9451 5573	Thu pm	Joy Quinn John Robinson	9971 0204 9451 5977
	Fri am	John Ray Kate Holland Shanelle Breusch	9451 9396 9810 2451 9452 5680	Fri pm	Derek Rowland Word groups	9451 3969
<b>Other Training Information</b>						
Colin Ward	Computer Maintenance and repairs		By Appointment		9451 1000	
Paul Brenac	Digital Photos and Publisher		pm Wednesdays By appointment		9416 4578	
Frank Burke	Genealogy		By Appointment		9451 2364	
Marie Bailey	Wednesday am		Social Coordinator & Office Assistant		9451 5307	
Pat James	Monday am		Office Assistant		9905 1882	
Elaine Mulligan	Friday am		Office Assistant		9939 2686	
Gay Savage	Friday pm		Office Assistant		9982 7139	
Sandra Brophey	Skype & dig. photos		By Appointment		99397737	
Lexie Keston	Tuesday am		Office Assistant			
<b>MEMBERS' PURCHASING</b>						
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.						
<b>Income &amp; Expenditure Report</b>			<b>Committee for the year October 2006 to October 2007</b>			
28/02/2007			Colin Ward President	9451 1000	Paul Brenac Vice-President	9416 4578
INCOME		\$16,207	Archie Macnaughton Secretary	9938 1971	Jack Wilson Treasurer	9452 1148
Sub'ns	\$14,665		Gay Savage Speaker Organiser	9452 1937	Darrell Hatch Training Coordinator	9982 7139
Grants/don's	455		Reg Flew Membership Coordinator	9971 0325	Fay Stewart Purchasing Officer	9451 1959
Interest	806		John Ray	9451 9396	Vacant	
Other	281		<b>Newsletter Contributions</b>			
EXPENSES		\$14,175	Contributions from members are welcome at any time. Please email them in plain unformatted text to Forest News editor, Dick Manuell: <b>rman77@bigpond.net.au</b>			
Computers	3,716		If sending a word document as an attachment avoid any formatting (no headers etc.) as the document will need to be reformatted to fit the newsletter layout. If possible, do use Verdana 9 font as this is the current default font for the newsletter, which is recommended for web viewing. Contributions will be included in a forthcoming newsletter, depending on available space.			
Postage	701					
Printing	1,080					
Rent	6,173					
Tel/Internet	973					
Vol'rs dinner	1032					
Other	500					
SURPLUS YTD		\$2,032				
TOTAL ASSETS		\$23,825				