



Forest News

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Coming Up

- Newsletter folding, June 13.

Meetings

- June 6, committee from 1.45—4 pm
- June 6, Trainers' meeting, 4 pm

Forest Computer Pals for Seniors welcomes the support of:-



Warringah Council

LOOKING FOR PAGE 4 INFORMATION?

As indicated in the April issue, at present we are only printing the page 4 info each alternate month so we can include more articles. If you ask us to revert to the old format, we will. However, if you send us suitable items or suggest subjects for items in future issues we would be better pleased!

THIS MONTH'S SPEAKER

Our Guest Speaker at the Monthly General Meeting on Thursday 24th May will be Jacqui Gigliotti from Telstra. Telstra has teamed up with ASCCA to deliver education sessions that conquer the technology generation gap.

Jacqui will talk to us about the changing world in the way we communicate, and what the Next G (Generation) Network means. www.nextg.com.au. Find out what Blogging really is, and how to keep in touch with loved ones, by sharing your stories, photos and special life events Online.

Learn how to utilise the Mobile Phone more effectively and discover all the mobile phone's features, and how to send Text and Picture messages. (Then you can keep up with your grandchildren a little better!)

FIDO

No, it's not a dog at all—it's a very useful newsletter published by the Australian and Security and investment Commission (ASIC) to assist subscribers in a wide range of financial and security matters. Have a look at the website www.fido.gov.au/fidonews sometime and apply for the newsletter if you like the idea—it's a free service!

WOULD YOU LIKE TO HELP THE COMMUNITY ARTS CENTRE?

Nominations are sought from *Interested Citizens* to join the Management Committee of the Forestville Community Arts Centre, Forestville Memorial Hall & senior Citizens Centre. The committee is a committee of Warringah Council, constituted under Section 355 of the Local Gov't Act (1993).

If you would like to be involved in shaping the future of Council's Community Centres and attend bi-monthly meetings (usually Tuesdays between 4 & 6 pm), please contact Rosemary Loughnane, Community Centre section Leader (West) on 9451 1151

QUESTION TIME

Readers of "Next", the computer section which appears in the Sydney Morning Herald each Tuesday, will be familiar with George Skarbek's detailed answers to readers' questions and may have used his advice on occasions to some advantage. Recently he suggested that Microsoft Defender (<http://tinyurl.com/2wsok6>) was a reasonable anti-malware program, free to users of genuine Microsoft software and equipped with Windows XP or Vista. As there is a validation step involved it's useless trying to download this program if you are not a registered MS user. George has published a book containing all recent Q&As. The current version, 3, was released in 2006 and costs \$36, inc postage. If you'd like to see a sample chapter go to his website www.skarbek.com.au and have a browse.

Cheap phone calls

Jan van der Hilst has reminded us that VOIP systems are good, but remember that several phone cards can also enable cheap phone calls to be made. A couple of websites offering deals include www.phonecardselector.com.au/ (Phone Card Selector Pty Ltd) or www.telephonecards.co.au/ (Telephone Cards Aust. Pty Ltd), among others.

Minutes of General Meeting 26th April 2007

Welcome: President Colin welcomed members with a special mention to those attending for the first time and also to our guests.

Apologies: were given on behalf of 5 members.

March Minutes: minutes of the March Meeting were approved.

Correspondence: Request from Warringah Council Community Information Services for an update on Club details, duly returned. Submission made to Clubs NSW for a CDSE Grant.

Invitation issued to members to be part of the audience of the Inventors Program on ABC Television (copy posted on Club Notice Board).

Treasurer's Report: Refer to separate article this Newsletter.

Purchasing Officer: per C. Ward, Good deals advertised on Flash Drives but look around there might be better deals available. (Query; Are they called Flash Drives, Memory Sticks, or other; Ans; any or all depending on manufacturer or retailer)

General Business: Sandra Brophy reminded members of the next ASCCA workshop in May at Newcastle. Sandra extolled the benefits to be gained by attending ASCCA Seminars where, although the subjects may not be of direct interest, the amount of general information received and the exposure to new ideas are certainly worthwhile in advancing one's knowledge of computers and techniques. Check out www.seniorscomputing.org for information on forthcoming seminars and past events.

President's Report: MICROSOFT "Unlimited Potential" has generously donated \$US45,000 to ASCCA. One of ASCCA's projects is setting up Mobile Learning Kits to help train people to set up new Clubs. Microsoft has also indicated a willingness to assist in the running of ASCCA's next Conference expected to be held at the Powerhouse Museum during September. Inks and printers; Refer to the cost of replacement inks for your printer because, depending on the requirements of your printer, if you look around you may find a new printer complete with inks at a lower cost than the replacement ink. The Cub has recently purchased a new Samsung Colour Laser Printer c/w 4 toner cartridges and terrific, economical performance for general printing needs. If however you want to do photographic prints then stick with an ink-jet printer. Microsoft VISTA, The latest advice is that Dell and some other retailers have stopped installing Vista (staying with XP) on their computers unless it is specifically requested. However, if you must have Vista go for Academic Vista Premium at \$179. If you are considering using a Flash Drive for backing-up your computer consider an External Hard Drive, USB, 60Gb, at approx \$99, compared to an 8Gb Flash Drive at \$89. Considering upgrading your anti-virus or similar programs? Well check out the cost of a NEW program, it is sometimes cheaper than the upgrade.

Colin then showed 2 copies of the Clubs New CD (the original went missing); members may make a copy of the CD at the Club BUT please leave the originals in the Club. These CDs have recommended freebie programs for you to install on your computer. BE AWARE and follow the recommendations on the CD since there are similar programs on the CD and you must select which of those you desire otherwise it could cause conflict in the computer and grief for you.

COMPUTER BASICS a CD compiled by C. Ward is available at the Club for \$20. Colin gave a short demo of the CD showing the practical approach it takes to guide you step-by-step through the basics of Windows XP and Word Processing. A beaut index gives direct access to any procedure you are having difficulty with in these programs.

The Take the Teacher Home (the subject of last month's speaker) is available at the Club. Contact Fay for details. Pres Colin then went through the list of freebie programs with recommendations on their use. A list of these programs was detailed in the February N/L and is on the Notice Board.

Queries; there was some confusion re types of programs and trade names. Anti-virus, Firewall, Spyware, are program categories. AVG, Norton, Zone Alarm, Comodo, Spybot, are individual manufacturers' trade names within these categories.

Q; The Add/ Delete feature in Control Panel would not remove a program. A: Check whether the program had an uninstall feature.

Q; Inadvertent download of AVG Pro. A: Go to Safe Mode then delete AVG Pro, Check the site for AVG Free or Google AVG Free for direct access.

Today's Speaker: was Dr John Stanhope who, in describing how he innovatively tracked down his and his wife's ancestors, gave the audience an insight into the complexities and sources uncovered in order to reach his goal.

Even state criminal reports or divorce proceedings can lead to family connections!

Meeting closed 4.10pm.

Welcome to New members	INCOME AND EXPENDITURE REPORT 30/04/2007			
The club welcomes the following new members and wishes them well for their computer exploits: Lorna Anderson, Kathy Axam, Kath Botsford, Moya Clarke, Rod Doring, Jack Eisner, Jacqueline Fargas, Maxwell Jaffe, Michael Johannes, Jack Last, Ron Lilley, Evelyn Read and Agnes Scott.	Income	\$18,936	Expenditure	\$17,919
	Subsc'ns	16,965	Computer ex	4,646
	Grants/Don	455	Postage	901
	Interest	1,098	Printing	1,233
	Other	418	Rent	6,246
	Surplus YTD	1,017	Tel/Internet	1,287
	Total Assets	22,811	Insurance	1,876
		Vol'rs dinner	1,032	
		Other	898	

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 book for both one-on-one training and group courses on the appropriate 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 27. 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 training sessions. The next course will begin on Tuesday June 12 and continue on the 19th and 26th. Sessions run from 1 pm to 2 pm. 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.

EXCEL SPREADSHEETS

Malcolm Fell: teaches MS Excel either in groups or one-on-one on Mondays from 1 pm to 3 pm. 7 to 10 sessions are needed to cover the topic. Call Malcolm on 9451 6050 for details.

TRAINER CHANGES

John Robinson will be away for a time, so there will be no individual training on Thursday afternoons, however group training may be arranged. Watch noticeboards at the office for details. **Joy Quin** will join the Wednesday am session from early May.

COMPUTER MAINTENANCE

On Wednesday afternoons, except the first Wednesday of each month, 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.

PLEASE LET US KNOW!

Several members should now officially be deleted from membership of our club because they have neither renewed their membership nor let us know they have left us. As there are people on the waiting list, if you do not intend to renew, *please let us know promptly, or pay your subs now!* There is more information about this in the section below.

IMPORTANT INFORMATION

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 **Jun 07** your subscription will be due at the end of May and payment by the end of May 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

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).

COMPUTER COUNTING

You may dimly remember learning the multiplication tables in primary school by reciting them in unison - that is, if you're somewhere near my age! Well, that's all gone today because we have so many gadgets around to do our multiplying and other calculating that we don't need to learn off great slabs of tables as children once did. (In my Windows XP operated computer by opening All Programs, then Accessories, there's a small Calculator right in my computer!) However, as adults it's necessary on occasions to at least have some knowledge of mathematical terminology to develop a reasonable understanding of what we're trying to do on our computers. So this article aims to help you grasp what's involved, but at a comparatively simple level.

Modern processing chips are fascinating in their power and speed, the more so, because at a very basic level, they can't count past two numerals! All their manoeuvres depend ultimately on whether a switch is on or off. Computers count in a *binary* system, that is, 0, 1, and start again. Most of us count in a *decimal* manner, that is, we count from 1 to 9 and then start again, 10, 11, 12 etc. The table following shows how the numbers 0-9 appear in binary:-

BINARY COUNTING

DECIMAL	BINARY
0	0
1	1
2	10
3	11
4	100
5	101
6	110
7	111
8	1000
9	1001

That may look complicated, but it's the only way the computer can do it. Fortunately we don't encounter binary systems at the level at which we communicate with our machines, but we do see some other numbers and values which may be obscure. For instance these days hard disks often hold over 150 *giga-bytes*, which is 150 billion bytes in American terminology, or a thousand million in the English system. Central Processing Units (CPUs or chips) process information very rapidly, usually taking a few thousand-millionths of a second, or *nano-seconds*, for processing data. The prefixes *giga* and *nano* are part of a system making it easy to deal with both very large and very small numbers. It is really just an extension along the trail we already use when we say "10 squared", or 10^2 , when we mean 100. The next table shows the International System (SI or *Système Internationale d'Unités*) of Prefixes. Just for old time's sake we also included the traditional English and American suffixes, but we encourage you to use the SI prefixes for clarity whenever you can, because there has been some confusion between the UK and US systems, even though the computer industry followed US precedents from its

beginning.

SI PREFIXES

FRACTION	PREFIX	SYMBOL	UK SUFFIX	US SUFFIX
10^{-18}	atto	a	trillionth	quintillionth
10^{-15}	femto	f	thousand billionth	quadrillionth
10^{-12}	pico	p	billionth	trillionth
10^{-9}	nano	n	thousand millionth	billionth
10^{-6}	micro	μ	millionth	millionth
10^{-3}	milli	m	thousandth	thousandth
10^{-2}	centi	c	hundredth	hundredth
10^{-1}	deci	d	tenth	tenth
10	deka	da	ten	ten
10^2	hecto	h	hundred	hundred
10^3	kilo	k	thousand	thousand
10^6	mega	M	million	million
10^9	giga	G	thousand million	billion
10^{12}	tera	T	billion	trillion
10^{15}	peta	P	quadrillion	quadrillion
10^{18}	exa	E	quintillion	quintillion
10^{21}	Zeta	Z	sextillion	sextillion*
10^{24}	Yotta	Y	septillion*	septillion

(* I understand "Zeta" and "Yotta" are proposed new terms for really gigantic numbers and are not in common use yet.)

Don't be fazed by this table! You use many of these prefixes every day already. When the golf ball stops 1 millimetre short of the cup you are using the spoken way of indicating it is 1×10^{-3} (0.001) metre short of the hole (plus whatever else you might say!), or when you collect 2 kilograms of sugar from the supermarket shelves, it's 2×10^3 (2000) grams. The same prefixes are used for power (*kilowatts* or for power stations, perhaps *terawatts*) and we've all happily used *megahertz* for years on our FM tuners, among other devices.

Modems operate at ever increasing speeds. In a few years their speed has gone from 300 baud (or bps, or bits per second) to 56,000 and hundreds of thousands of bauds for cable users. So next time you see a modem speed listed as 56 k, you'll know the suffix "k" means 10^3 , or 56,000, whether or not the units baud or bps are indicated.

The raised number following the 10 is referred to as a superscript and when you wish to use this terminology in your word-processing, you

can usually find how to make a superscript somewhere in your Format menu. In Word 2003 it's in the Font section of the Format pull-down menu. In Open Office, it's in Format, Character, then Font Effects. The superscripts we've been talking about are all powers of numbers. For instance, 10^3 is 10 raised to the power of 3, or cubed, or $10 \times 10 \times 10 = 1000$.

For numbers less than one, or fractions, 10^{-1} for example is the fraction $1/10$ or 0.1. Perhaps we should also remind you that a "bit" means a **B**inary **d**igi**T**, that is, a 0 or a 1, and that usually 8 bits equals 1 **BY**TE, which is roughly equivalent to one character or letter. So a 56k speed modem usually transmits at a rate of 7,000 letters or numbers or characters each second, which is one good reason to use the Internet- it's faster than we humans! If you'd like to explore more about numerical prefixes, visit website <http://www.math.com/tables/general/numnotation.htm>.

If you are looking for Information about Trainers and their availability, please look at the April N/L, as that information now only appears on alternate months. See also page 3 for recent changes.

DID YOU TRY IT OUT YET?

The club's website is well worth a visit. If you want to tell your friends about how to get there, there's even an aerial photo showing exactly where we are! It contains plenty of good tips and other useful website addresses too. Do visit it soon and tell our webmaster Colin (his email is colward1@optusnet.com.au) what you think of it all!

The club's website address is on the front page of this newsletter