President's Message

Once again we've been successful with our application for a grant. This time, it's from Telstra and it will enable us to present a series of courses on the use of mobile phones. With the way technology is developing, more and more of the once "computer-related" features are being included in new "gadgets" like GPS devices and telephones – so in keeping with our objective of mastering technology, and the interest shown by our members earlier this year, we are now able to present an entirely new aspect of technology.

Our first course will be for the tutors who will be presenting the courses and then we'll be teaching members and their wives/husbands/partners (whether they are members or not!). Because we don't need to use the computers, we can have larger groups (16-20 people) and we'll have about 5 trainers so that everyone can have maximum assistance. Classes will be held on Fridays and details of the dates and course contents will be displayed in the clubroom. E-mails will be sent out advising you of the details well in advance and then it will be necessary to print your name/names on the lists. Printed notes will be available and we'll be using a Telstra mobile phone for sending SMS and video, as well as taking photos and videos. Naturally, we'll want you to bring in your own phone so that you can explore its features, but we'll use the Telstra phone so that you don't have to pay for the calls. By the way – the courses will be FREE! – But if you put your name down and don't turn up, you won't be very popular, as we expect there will be a real demand for the courses and we have to finish the program by the end of June. I look forward to seeing many of you coming along.

Telstra has assured us that there will be NO SALES PITCH, but details of participants will be required so that the success of the program can be assessed. Details required will be your name, home and mobile phone numbers plus your e-mail address if you have one. This will be so that you can be contacted to see if you make any changes to your use of the phone after the course.

Recently there was a Seniors Expo held at Newcastle Panthers club and it was great to see so many of our members attending to support our club's participation on the *Seniors* stand. Nan Bosler, President of our parent body, ASCCA, came out to have a look at our clubroom and was favourably impressed by the developments which have taken place in the courses we are offering and the equipment and other facilities implemented since her visit 6 years ago.

We only have eight weeks of courses left for this year, so make sure that you keep your eyes open for courses for next year as the lists will be appearing in the near future. It has been a busy year with a number of new courses introduced and some of us are looking forward to the release of **Windows 7** on the 22nd October. Those of you buying new computers for Christmas will probably find that they will come with Windows 7 installed. Don't worry – it will be very much like Vista (We hope!)

Happy computing, *Bruce*

Committee Report

With the closure of the Hamilton Delivery Centre, we now have a new mail address of P.O. Box 73, BROADMEADOW 2292.

Early next year we'll be having a Fish 'n Chips picnic at the Lake. This is something a bit different, so we hope we'll have a good roll up. (Just diet after New Year!)

To improve the screen display when using the projector, we are investigating the purchase of blinds for the front doors and windows in the school hall. This will also benefit the children.

We are having a supply of "Business Cards" printed with contact details for the club phone, website, e-mail and address. These will be available for everyone to give to other people who are interested in joining our club. (That should save writing the details on scraps of paper.)

A supply of disposable gloves has been purchased so that everyone handling any food in the club can wear them in accordance with Health Department rules.

You will notice a lot of scaffolding in the school playground. This is in preparation for new gardens to be installed. Just be careful of this as there will also be additional works undertaken in the near future.

Information regarding activities and dates appears on the *Members* page of the Website.
IMPORTANT DATES TO REMEMBER:
***Fort Scratchley outing:* Saturday 10th October**
***Enrolment Day*: Friday 6th November**
***Members' Morning Tea:* Monday 9th November**

COMMITTEE

President	Bruce Deitz	*Vice President*	Roger Cornish
Secretary	Maura Rainbow	*Treasurer*	Maree Field
Assistant Treasurer	Mervyn Pope	*Technical*	Neville Clifton
News Editor	Daphne Luker	*Social*	Dawn Howe
Education	Bert Haig	*Tutor Rosters*	Mitzi Gordon
Rosters	Carolyn Keane	*Assistant Rosters*	Denise Brandon
Committee Member	Michael Pitt	*Committee Member*	Jo Moonen
	Immediate Past President	Lindsay Threadgate	

The committee members listed above may be contacted via the links on the **ABOUT US** page on the club website under **CONTACTS.**

Course Sessions: Tuesdays, Wednesdays, Thursdays of each 5 week session

8.45 - 10.15 am	**12.15 - 1.45 pm**
10.30 - 12 noon	**2.00 - 3.30 pm**

Extra courses will be scheduled on Friday mornings when demand is high.

Members' Morning Tea

An invitation is extended to attend the next Members' Morning Tea.

When :   **Monday 9th November**

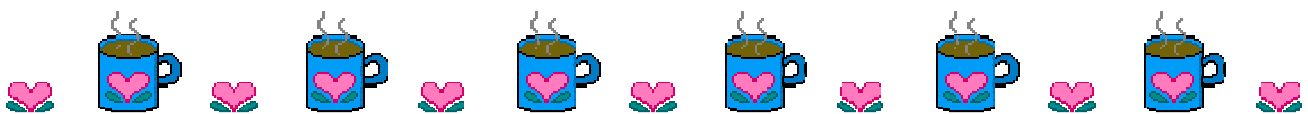**Where:**   **School Hall Islington Public School**

Time: **10 a.m.**

Cost: **FREE**

★   **Come along and hear more about the Telstra mobile phone courses.**

★   **A Presentation on the use of the Club website will be shown.**

★   **Your problems solved (*if they are Computer related*) during a question and answer session. Many of the Tutors will be present at the morning tea and will answer your queries to the best of their ability.**

★   **New proposals for 2010 explained.**

★   **Learn about the Christmas Luncheon.**

Enjoy Tea, Coffee, delicious biscuits and cake while getting to know other Members and your Committee in a relaxed friendly atmosphere.

Ralph stopped at a flower shop after work to pick up roses for his wife. As the clerk was putting the finishing touches on his bouquet, another man burst through the door, breathlessly requesting a dozen red roses.
 "I'm sorry," the clerk said. "This man just ordered our last bunch."

The desperate customer turned to Ralph and begged, "May I please have those roses?"

"What happened?" Ralph asked. "Did you forget your wedding anniversary?"

"It's even worse than that," the man confided. *"I crashed my wife's hard drive."*

We eventually had our outdoor shoot at the Hunter Wetlands and what great weather blessed us.   The afternoon was gloriously sunny and we even had a bonus with the Hunter Orchid Society having a day out at the Wetlands, what beautiful orchids.
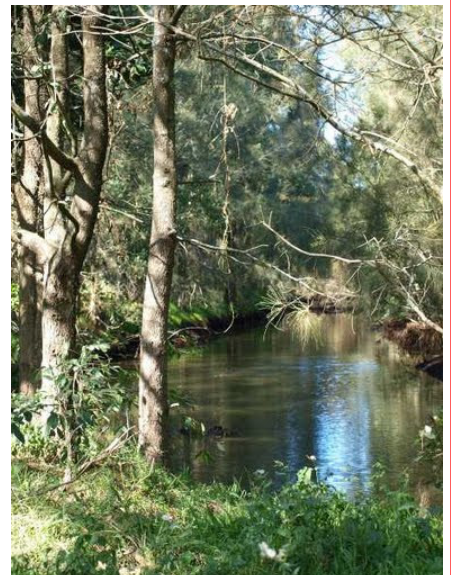
After roaming the Wetlands we all gathered for coffee and the hit of the afternoon was "scones with strawberry jam and fresh cream".   Any of our members who were dieting should have avoided the scones but didn't.

We gathered in the Clubroom and viewed our photos at our regular monthly meeting.   Carolyn Keen gave an enthusiastic demonstration of the new feature to Picasa and Mervyn Pope ran a hands on session on Focussing and the different forms available and how to and when to use them.

Our next meeting is a combined day out with the ComputerPals group at Fort Scratchley on October 10.   Bring your picnic lunch, don't forget your camera and don't be late. *Graham*

A few examples of the great photos taken by Digipals members on the day

Social Report

Fort Scratchley Tunnel Tour

A tour of Fort Scratchley has been arranged for Saturday the 10th of October at 11am.

The Tunnel Tour lasts about 1 hour with the cost for Student and Pension Concession $5. The Entire Tour is about 1½ hours - the cost for Student and Concession is $6.   The cost for Seniors is $9 for the full tour and $7 for the Tunnel Tour. You can choose to do either tour.

We will have our picnic after the tours are finished.
As parking is difficult in Newcastle especially on weekends, the Newcastle City Council has agreed to open a grassed area for ComputerPals to use if needed. We are also able to use the area for our picnic after the tour, so there will be no need to look for parking at another picnic area. You will need to bring your tables and chairs and all you need for a fun picnic -the same as always.

Digipals will be using the tour as their venue for a photo shoot along with the picnic so it should prove to be a very interesting event.

The scenery is absolutely incredible; with a 360 degree view; making it a perfect place for photography.

A Fish and Chips picnic is being arranged at Warners Bay for early in the new year…… details will be available when the plans are finalised.

Don't forget to keep the 4th of December free for our Christmas luncheon which will be held at Belmont 16 Footers.

Cost, time etc. will be notified in the November newsletter.

Social Secretary, *Dawn*

Bits and Pieces

So Far

Courses are well under way and continue to be very well patronised. To check availability of courses please phone 4961 6576 during office hours.

And the Next Course?

An outline of the courses is available on the website and on notices in the Clubroom. If you need further explanation, the Tutors will be more than happy to advise which course is the most suitable for you to take. **As demand for the courses is high it is imperative to enrol early and confirm your position by forwarding your payment.** *Please check that a vacancy exists in the course before sending payment.* Most Courses are repeated in later sessions.

Monica Ford	Kay Duggan
Rosemary Kadoic	Helen Mainprize
Laurie Folbigg	Barbara Folbigg
Beng Yeoh	Annette Gallagher
Marlene Hubbard	Darrell Lewis
Robert Gibson	Fran Cashen

We hope that you enjoy the many benefits of belonging to Newcastle ComputerPals and enrol in the courses that interest you. The Tutors and their assistants are also Seniors and conduct the courses in a relaxed atmosphere. They remember how daunting it was when they started out so are able to empathise with all of those who are new to the world of Computing.

Congratulations and Best Wishes

For our members who are celebrating birthdays and anniversaries -
Congratulations!

To those who are ill our best wishes for a speedy recovery.

Condolences

To all of our members who have lost loved ones recently, please accept our condolences.

Thank You **I would like to thank Dawn Howe who has agreed to edit the November edition of the Newsletter while I am on holidays.** *Daphne*

Our constitution, as amended at the 2008 AGM, is available to be downloaded and read via the link on the Member's page on the website.

Remember
ASCCA's Newsletter and its informative items can be accessed on the web site:

http://www.ascca.org.au

Tips and Hints

Dick Wubbles sent the following hint:

There are two quick ways to bring up properties:-

Alt + Enter a highlighted object to see its **Properties**. You can also just hold the **Alt** key down and **double-click** the item. There you have it! A few more ways to do the same thing!

MALWARE

How do I know if I have a virus or some other type of malware?

1.) **Your computer slows down majorly.** If your system slows down drastically, you may have an infection. Viruses and adware use resources on your computer. They can destroy files, send spam e-mail, and redirect your browser or many other things that will slow your computer down.

2.) **Internet browser crash.** If your Internet browser stops working or shuts down often, you may be infected. Since most malware programs use the Internet to spread themselves, they will affect the performance of your browser. If your Internet browser just starts closing with no warning, you need to check for viruses.

3.) **Random e-mails.** Many viruses spread through e-mail. If you use an e-mail client, such as Outlook Express, MS Outlook or Thunderbird, a virus could infect it and start sending spam e-mail out to all your contacts. If you start to receive strange e-mails like "Message Undeliverable" or "Mailer Deamon," a virus may be sending e-mail with your address.

4.) **Error messages at startup.** If you start receiving error messages when you turn your computer on, you may have some type of malware infection. Malware programs usually turn on at startup and they sometimes cause errors, so you need to keep an eye out for that.

5.) **Things look "strange."** I know that seems a little vague, but sometimes you open something and it just looks funny. If you didn't install something or make a change to your system, there's no reason why something would change. Computers don't make decisions on their own. If something has changed and you didn't initiate it, *you should scan for viruses and malware.*

Those are the five most common signs of an infection. Many of them may indicate a virus, but that doesn't necessarily mean you're infected.

Some of the signs could indicate a hardware issue or a program conflict. As a general rule, if you know of a recent change that caused the actions, it's probably not a virus. If the signs happen for no reason at all, you should be concerned and get your computer checked.

Quick Tip which works with most applications
To copy and paste using the keyboard:
CTRL + C to copy
CTRL + V to paste

To cut:
CTRL + X

More Tips and Hints

Using the "Quick Launch" Toolbar

Any Desktop icon can be dragged onto the Quick Launch toolbar, which is located at the left end of the Taskbar.

If you don't see it, right-click the Taskbar and choose **Toolbars>Quick Launch**, whereupon an upright "divider" will appear near the Taskbar's left end. The divider can be dragged to the right to make room for additional icons. If you place more icons than space will allow, a right-pointing "chevron" will appear, which, when clicked, will display all the icons.

Personally, we find Quick Launch to be an indispensable tool. The icons are always accessible, easy to see, and can be activated with a single mouse click. *Thanks to PC Don for this handy hint.*

In the latest Cloudeight InfoAve a reader asked the question 'How long Microsoft will support Windows Vista?' *InfoAve had advised that Windows XP would be supported until 2014.*

The answer was quite interesting - ***The reason why Windows XP's life cycle was extended to 2014 was only because Windows Vista wouldn't run on the low-cost netbooks which are very popular right now. The only Windows that will work on netbooks is XP - and Windows 7, which won't be available until 10/22/2009. So, in order to provide the usual five year support cycle, Microsoft quietly kept extending the lifecycle of XP.***

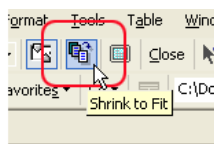Vista users, well, they're not so lucky. According to Microsoft, Vista's support cycle ends in 2012.

Have an MS Word document that is just a bit too long? A few lines stuck on that last page? Wish you could "shrink" the document a bit and lose that last page?

The Word feature we're looking for is "**Shrink to Fit**" and it's found in the **Print Preview**.
Readers using *older versions of Word* can either go to the **File** menu, **Print Preview** choice or use the **Print Preview button** located on the Standard toolbar.

Those of you using *Word 2007* you'll find **Print Preview** in the **Office Button** in the list of options offered by the **Print** choice.
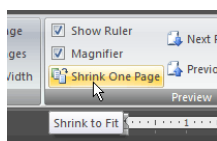
Once in the Print Preview, you're looking for the **Shrink to Fit button**.

In *older versions of Word* it looks like this:

This tip courtesy of April at WorldStart
www.worldstart.com

People with *Word 2007* will see this:

No matter the version, **click it**.

Instantly, Word shrinks your document's font size to reduce the number of pages by one.