



# Switched on Seniors

Newsletter of ComputerPals for Seniors – Newcastle  
A Member of ASCCA

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## PRESIDENT'S REPORT

Some of our former committee members joined us for our 10th Anniversary luncheon at Mayfield Diggers club when the principal guest speaker was Paul Clark, Manager of Citizenship and Community Affairs at Microsoft. Paul told us that amongst other criteria, his success is judged by the amount of products he is able to donate in a year. Well, we've already helped him this year and we'll be seeking more support in December for our software for next year.

Joan Craymer, Vice President for ASCCA and also Newsletter Editor, spoke about some of the support available from ASCCA and also promoted the idea of special interest groups within the club. As a result of this, we already have arranged meeting dates for a Genealogy group led by Lindsay Threadgate (with 22 members at this time) and a smaller Creative Writing group led by Carmel Smith. Anyone else interested is welcome to come along and share in the groups. Some of the people involved are obviously experienced but others have some along to learn.



Fortunately, at the meeting, we had volunteers for our two important roles of Education Officer and Newsletter Editor. This gives Nev Clifton the dual roles of leading the Technical Group and an Education group preparing our courses. Bruce Carter has accepted the responsibilities of Webmaster and Newsletter Editor, so our website should be in good hands.

On the committee, we have familiar faces with different roles, with Carolyn Keane being the representative for DigiPals, Denise Brandon as Rosters Officer, Lindsay Threadgate as a committee member and Michael Pitt now the Assistant Treasurer. New members Elaine Butler (assisting with the rosters), Rob Gollodge as Vice President, and Bruce Carter were welcomed at our committee meeting.

The consensus at the AGM was that the combination of the mid-year luncheon with the AGM was worth repeating. Judging from the attendance of 100 people on the day ensured that many of our members were aware of what was being done in the club. Next year, the two functions will be combined so look forward to this in August 2011.

Please remember that the committee is there for the benefit of all the members and we will readily accept and consider suggestions from any of our members. We are interested in not only maintaining a successful club – we really want to improve it in any ways we can and everyone has an idea on what they would like to see in the club.

## Committee Members

**President:** Bruce Deitz  
**Secretary :** Maura Rainbow  
**Treasurer :** Maree Field  
**Vice President :** Rob Golledge  
**Assistant Treasurer :** Michael Pitt  
**Technical :** Neville Clifton  
**Rosters :** Denise Brandon  
**DigiPals :** Carolyn Keane  
**Newsletter :** Bruce Carter  
**Social Activities :** Dawn Howe  
**Tutor Roster :** Mitzi Gordon  
**Committee :** Lindsay Threadgate  
**Committee :** Elaine Butler

## Teams

- Technical
- Rostering/Enrolment
- Education
- Web Page

## ATTENTION MEMBERS :

***Membership fees were due 1st July 2011.***

***If you have not paid, please do so ASAP.***

To cater for another activity, Dawn Howe is organising a “fish-n-chip” picnic for October after our next morning tea on the 11th October. Dawn will be collecting money at this meeting to make it easier for anyone who doesn’t have a cheque account. At this meeting, our guest speaker will be Dr Paul Brooks, one of whose jobs is lead consultant for the National Broadband Network which has figured so prominently in recent weeks. Paul is also director of a telecommunications strategy and design company, so should be able to give us a great deal of information about matters which are likely to impact on our lives.

During the final school term there will be a number of short courses conducted, so please make sure that you look at the website for courses which may interest you. Taking only 3 hours of one day makes these courses very popular, so be early before they fill.

Enjoy the challenges which using the computer present.

**Bruce Deitz**

**President Computerpals Newcastle Inc.**

## Committee Report

- Bruce Deitz welcomed newly elected committee members and thanked members from the previous committee who had been re-elected to their current positions or had taken on different roles.
- The committee evaluated the 10th Anniversary / AGM meeting and dinner. The combination of the two had met with approval as evidenced by increased participation. It was an opportunity to get together and socialise and that’s what it is all about.
- Members viewed a tri-fold brochure to be distributed to libraries, chemists etc to attract further applicants to courses was viewed and approved. A trial will occur to see if this translates to increased members and course participants.
- A second brochure was also designed for course participants which would be handed out at meetings to increase their knowledge of our procedures and how to seek help.
- A Roll of Honour for long standing members and a list of the main office bearers in the club would be placed once a year in the newsletter.
- The club will also inform members in the newsletter who was being nominated for positions prior to the next AGM.
- Ideas for additional workshops are currently being sought. Some ideas include family history and creative writing.
- Neville passed on information that the club has purchased 2 new Canon printers as replacements. Windows 7 appears to be working well on the computers and appears a very stable operating system.



**DigiPals Contact Person :**

Carolyn Keane



**DigiPals Report By :**

Graham Woolridge

**Next Outdoor Shoot:**

- Saturday September 4
- Lambton Library at 2pm
- Gather at the Mark Hotel at 3.30pm for a coffee and a chat

## Digipals Report

### September 2010

During last month we visited the International Wildlife Photographic exhibition at the Lovett Gallery. The photos on display were well worth viewing and one could not help but learn from the techniques used by these award winning photographers. We followed this by taking a number of photos in the area surrounding the gallery and then gathered for coffee and a chat at a coffee shop in Darby Street.

Our classroom session was fairly intense as we sorted and selected our member's photos for the ASSCA National Photographic competition. "Judgement is not a science and choice depends on the eye of the beholder"



*Abandoned House (Liz Temple)*



*Blue Moon (Carolyn Keane)*



*Jasper Lake Panorama (Judy Wallace)*

The above photos are just three of the many photos entered.

The booking sheets opened recently and our inaugural Picasa Workshop was fully booked in no time. If you missed out, don't worry as we will be running regular five week courses from now on as long as there is a demand.

Our next outdoor shoot is Saturday September 4 and we meet at the Lambton Library at 2pm. We have emailed members with a "To do list", so bring your list, your camera and tripod and have a fun time. We will gather at the Mark Hotel at 3.30pm for a coffee and a chat.

In the meantime, Happy Snapping.

# SOCIAL REPORT

**Social Activities Contact :**  
Dawn Howe

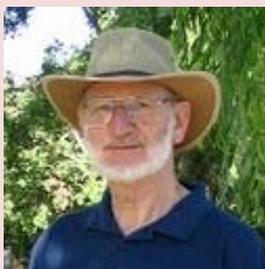


## Dates to remember

- Fish and Chips Picnic
- 23rd October Speers Point Park
- An email will be sent to everyone when details finalized.

Cheers...

Dawn.. Soc Sec

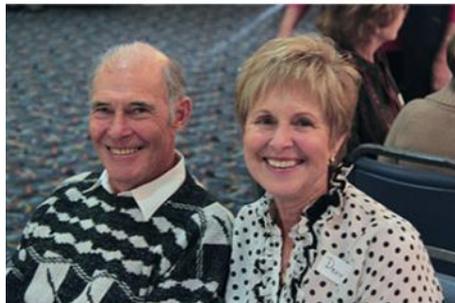


Thanks to Barry Keen for the photos of the A.G.M and 10th Anniversary

Our A.G.M. and Mid-Year Lunch was a resounding success with 110 people attending; this is the largest number yet! How nice to welcome past executive members to our gathering!

**OUR NEXT OUTING** is a fish and chips lunch at Speers Point Park on Saturday, 23<sup>rd</sup> October, 2010. Cost is \$7.50 for either battered or crumbed fish and chips There is shelter at the outing if too sunny or raining.

I will collect money at the 11<sup>th</sup> October morning tea.



## Speakers from ASSCA , Microsoft and ComputerPals



The Islington Public School Assistant was presented with an award for ComputerPals Service. Then her name was drawn as the lucky winner of the Telstra donated the mobile phone.



# BITS & PIECES



ASCCA is the Australian Seniors Computer Club Association

ASCCA exists to support and encourage seniors to take advantage of modern information technology to meet their individual needs and to provide further challenges. To become computer literate at their own pace, in a friendly non-threatening environment and to have fun whilst doing so.

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

<http://www.ascca.org.au>

- Our club's 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.
- Don't forget to print the calendar that is available on the Club website

## 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.

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## 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.

Demand for courses is high so 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.



## Best Wishes

- For our members who are celebrating birthdays and anniversaries - congratulations!
- To those who are ill our best wishes for a speedy recovery.



Ellie Bush	Sybil Pearson
Fred Hodges	Pam Arnold
Peter Mullen	Basia Gambrell
Anthony Collins	Mary Dobson
Helen Carroll	Doreen Fox
Pat Alexander	James Hart
Adrian McConnell	Barry Squires
Margaret Hudson	Barbara
Colleen Robertson	Rowland
Marina Grimwood	Libby Laery
Lawrence	Don Clark
Grimwood	

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The Tutors and their assistants are also Seniors and conduct the courses in a relaxed atmosphere. Your questions are welcome during the classes and there is no need to feel embarrassed if you need to ask for something to be repeated.

The classroom is fitted with a hearing loop for those people who wear hearing aids.

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## Condolences

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

# HINTS & TIPS

## Our Website



[www.computerpals.org.au](http://www.computerpals.org.au)

We keep all past newsletters which contain "Hints & Tips".

## Desktop Views

Do you have a wide screen monitor or laptop and wish you had more room to view your files? Try placing your taskbar on the left of the screen instead of the bottom of the screen. In Windows 7 you can drag your taskbar to the left of the screen.

The trick is to right click on the taskbar and unlock it first by un-ticking the "lock the taskbar" selection. When you have moved the taskbar you again need to right click and then re-tick "Lock the taskbar". Then it won't move.

Users of other versions of Windows can also move the taskbar and lock.

For example in Windows XP to move the entire unlocked taskbar to another edge of the screen, move the mouse pointer to some empty spot on the taskbar (not on a button or icon).

Then hold down the left mouse button, drag the taskbar to any edge of the screen, and release the mouse button.



## Why has my display turned a funny colour?

- Check the monitor cable is plugged into the back of your PC and hasn't come loose.
- Try wiggling it to see if that solves the problem. If the colour changes while you're doing this, you know you're on the right path.
- Check where the cable connects to the back of the monitor.
- You can adjust the colour by right-clicking the Desktop and choosing Properties, then clicking the Settings tag. Select a different option from the 'Colour quality' drop-down menu and click Apply.
- If the problem persists, it's likely to be a fault with the monitor itself. You'll need to get it repaired by a professional or buy a new one.

**HINT :** The whole process should only take a minute or two if done regularly.

**HINT :** Defragging should be done regularly.

- While it is running, it may significantly slow your computer down.
- Run it when you're not using the computer.

**HINT :** Removable storage is very cheap.

- The smallest removable drives are THUMBDRIVES.
- They are mobile and convenient HOWEVER are more limited in storage.
- Photos taken in high megapixels do take up a lot of room.

So, if you've had enough of your computer lagging and being unresponsive, here is what you can do to sort it:

## Disk Clean Up

- This is a very simple process that deletes useless files for you.
- To access it click start, all programs, system tools and then disk cleanup.
- If you have Vista or Windows 7 go to the Windows Start Button on the bottom left of your desktop and type DISK CLEAN and you will see Disk Cleanup appear.

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## Disk Defragment

This is will have a greater effect on overall performance of your computer.

To run a disk defragment you need to;

- Open up my computer,
- Right click on the drive you want to defragment (probably C),
- Click properties, the tools tab and finally defragment.

**Windows 7 differences :** Defragmentation should automatically run in the background without you needing to manually do the procedure above. This is setup as the default.

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## Removable Hard-Drive

If you store a lot of large files on your computer then you should get a removable hard-drive to keep a copy in case your hard drive "dies".

Once you have bought one, backup your files to it. By today's standards you should look at a drive of at least 320 GB or larger.

Larger powered drives often are very large in looks and capacity. They need plugging into the wall. If you don't want to plug it into a power source you can buy drives which operate off your USB.



Smaller drives can still hold thousands of files, music, photos. Common brands include Seagate, Western Digital and Verbatim.



Smaller drives running off USB typically have 250 GB, 320 GB, 500 GB and the newly emerging 640 GB.

# MORE HINTS & TIPS



**PROBLEM :** If you plug a new removable drive powered by USB into a **USB 1 slot** it may blink or not work, as it may not receive enough power from a single USB cable.

**INFO :** As USB 3 devices come on the market they will likely start off much dearer.

## Run Virus, Spy and Adware scans

- To be able to run these you need to have security software installed such as Norton or McAfee.
  - You should use these to run a weekly scan and destroy anything damaging within your system.
  - Microsoft Provide a **FREE QUALITY SECURITY PROGRAM** called Microsoft Security Essentials. Available at <http://www.microsoft.com>
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## Remove Unused Software

Your computer has probably got many programs that are installed but never used. For example, if you never play a certain game what is the point of keeping it? You can always reinstall it if need be.

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## Other Simple Steps

- If you have any programs that you have set to open automatically when you switch on, stop them from doing so.
  - Instead of minimizing tabs or windows close them. If you don't need them again, or for a while, you're wasting your time having them open.
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## USB 1, 2 Or 3?

Older computers have **USB 1**. Files are transferred at the slowest rate of all 3 standards. Many devices such as iPods require at least USB 2.

**USB 2** is the standard most computers have today. They have been installed in computers for a number of years now. If you purchase a new computer it's most likely you will have USB 2. Some more expensive models **MAY** have USB 3.

Removable drives listed on page 8 all use **USB 2** standard.

**USB 3** is a newly developing standard to achieve much faster transfer rates than previous standards **for any devices that have a built in USB 3 port**.

You can still plug in removable drives which are USB 2 rated ( ie nearly all current removable drives ) and they will work at USB 2 speed - not at the faster speed.

**As yet** Windows 7 does not have built in support for USB 3. Sellers of devices eg printers will make drivers available.

# MORNING TEA



**Date :** Monday 11<sup>th</sup> October 2010  
**Time :** 10.00am  
**Location:** Islington Public School Hall,  
Hubbard St., ISLINGTON  
**Guest Speaker :** Dr Paul Brooks  
**Topic :** National Broadband Network



- At the morning tea the rostering team will be available for members who wish to pay for and enrol in classes.
- Membership fees were due 1st July 2011. Anyone who has not paid for their membership, may also do so at this time
- Dawn Howe (the social activities officer) will also be available for members who wish to pay for the “Fish’n’Chips Picnic.”