

SENIORS COMPUTER CLUB CENTRAL COAST Inc.

June 2009

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ABN No. 29-142-

General Meeting

Monday 1st June at 10.30am

Venue: Avoca Beach Bowling and Recreation Club.

Guest Speaker: Margaret from the Central Coast Family History Society Inc

Gives us an introduction into tracing our own family history.

No Sessions are held at Kincumber on this day.

All members are encouraged to attend and also stay on afterwards for a Bistro Lunch and social time with other Members.

Hi

There is a **Public Holiday on Monday 8th June** so there are **no** Basic, Word or Internet/Email sessions this week.

The extra Sessions for June are:

Monday 1pm to 3pm

15th - My documents – Keeping your files tidy and easy to find

22nd – Antivirus & Antispyware

29th – Downloading & Installing Programs

Tuesday 1pm to 3pm

16th –Scanning 1 Anyone planning on attending this session should also attend session 2.

24th – Scanning 2

30th – Disk Burning

No bookings are necessary for these sessions.

Remember fill in the Advanced Topic Forms to ensure that the things you want to learn are scheduled into the Timetable.

Remember that if there is a session that you want to attend from the list either put your name down when you are at the club or email on scccc@bigpond.net.au. When we get 6 names interested in attending a topic we will schedule a session or series.

Happy computing ☺

Advanced Topic Suggestions (Mon or Tues. pm). Please Register an Interest to Attend for These Booking Sheets are at the Club or Send an E-Mail to Have Your Name added to the List

These sessions will be notified when you are successful

1. Spreadsheets. Budgets. Address Lists. CD Collection (3 sessions)
2. ClipArt, Graphics and Card making using Word (3sessions)
3. Publisher. This is a series run over multiple weeks. (12 sessions) **Friday afternoons**
4. PowerPoint (6 sessions) **Friday afternoons**
5. Photoshop Elements (over a period of 5 months) Need a good knowledge of folders and saving and scanning. **Wednesday mornings**
6. Help with problems that you have learnt in class. Book with Steve. Usually on Friday afternoon
7. Picasa Basic Photo editing. (3 sessions)
8. Envelopes & Labels (2 sessions) this is part of the Word course.
9. Vista

The following sessions will not be notified. If you put your name down you are expected to turn up for the session when it is scheduled. These classes are mainly 1 session unless indicated.

10. Antivirus & Antispyware programs. Keeping your computer Safe.
11. My Documents. Create Folders. Tidy Files. Save to correct folders.
12. Housekeeping. Keep your computer running properly **Everyone needs to attend this session**
13. Beginners introduction to Shares.
14. Burn CDs and DVDs
15. Download and install New Programs.
16. Transferring photos from camera to computer
17. Transferring Video from Digital camera to computer & DVD.
18. Transferring Video from Video Camera to DVD.
19. Scanning Text and Photos (2 sessions)
20. Introduction to E Bay
21. Downloading Music
22. Internet. E-Mail **Revision, (2/3 sessions) for people who have completed the Internet/Email course.**
23. Understanding computer Terminology.
24. Preparing a document for publication on Internet - cut and paste insert pictures etc.
25. Webpage
26. Paint
- 27 Problem. Solving.
28. Skype
29. MP3 Players
30. Photo Flip Album self help Group meets on Tuesday in General Meeting Week at 1p
31. Computer Hardware group. Meets regularly, 3rd Saturday at 9.30am..

Hint

You may have accidentally disabled the view of a toolbar. **To put it back:**

Open the **View** menu./Select **Toolbars**/Select the **Toolbar you want to appear.**

Once you do this, the toolbar will reappear automatically.