

SENIORS COMPUTER CLUB CENTRAL COAST Inc.

March 2009

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ABN No. 29-142-508-293

General Meeting Monday 2nd March at 10.30am
Venue . Avoca Beach Bowling and Recreation Club
Guest Speaker will be Joe Coyte from Gosford City Community and Information Services. Talking about Financial Entitlements for Self Funded Retirees & Pensioners.
All members are encouraged to attend and also stay on afterwards for a Bistro Lunch

Hi

In these difficult economic times it will be interesting to come along and listen to our Guest Speaker this month. You can bring friends with you if you like. You don't have to be a member to come along, and remember you can stay for lunch in the bistro after the meeting – make a day out of it.

As we move into March the Club is entering into a new phase. We have always run our beginners Classes as demonstrations we are now moving to have 7 of the 11 sessions as hands on experience. To do this we have purchased 7 laptop computers to add to the 3 laptops that we already had. For the time being we are also asking the members in the beginners classes who have laptops to bring them with them to class. This should give everyone a laptop to work on. The laptops will also be available for other classes. The beginners will continue to be held in the Workshop area of the Centre. We will need extra people as helpers for these sessions. If anyone is interested please let me know even if it just to come when someone else is not available. This as most people know is a new direction for us and may take a few weeks to sort out. We will no longer have to stagger classes 2 weeks per term which is very disruptive for members and Trainers.

The advanced Topic Classes have now started but we still need you to put your name down for the classes that you want to do. Then you need to check the Timetable to see when these classes are offered. When we get 6 names for a class we will offer the class. So if there is something you want to do put your name on the list or use the club email address scccc@bigpond.net.au to put your name down. If you have put your name down we expect that you will turn up for that class. If there is something that you want to do and it is not on the list let me know and we will see if we can get a class started.

The extra classes for March are:

Monday 1pm– 3pm

9th March – Downloading and Installing Programs

16th March – Downloading Music

23rd March - Skype

30th March – Introduction to Ebay

Tuesday 1pm – 3pm

10th March – Transferring Video from Digital Camera & Burning to DVD

17th March – Scanning 1

24th March – Scanning 2

31st March - Disk Burning – Bring a disk with you

Everyone attending classes should always bring a Flash Drive/Removable disk with them.

I am looking at the three session classes at the moment for April/May. If you are interested in any of these get your name down now.

Happy computing Beverley ☺

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)
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. Photo Flip Album self help Group meets on Tuesday in General Meeting Week at 1pm
30. Computer Hardware group. Meets regularly, 3rd Saturday at 9.30am.

Hint:

If you click the reply button when using Outlook Express or windows Mail and you get the original message in your display, follow these directions to remove it. Open Outlook Express/Windows Mail, go to Tools →Options. Click on the Tab Send and remove the √ from the box beside “ Include Message in Reply”. Click Apply and OK. This gives you a blank email message area when you click reply.