

Parramatta Computer Pals for Seniors Inc.

Supported by Parramatta City Council
PO Box 3102, Parramatta NSW 2124 Club mobile: 0437 132 005
9806 5030 at Computer Pals (no answering machine available at club)



ParraPals Newsletter Vol 5, No: 12, December 2011

President's message

In case you hadn't noticed, it's almost Christmas. If you are a Christian, you'll be celebrating the birth of Jesus.

But even non-Christians can enjoy this season of goodwill to all. It is traditionally a time when families gather to renew their love for each other (although not always successfully ☺).



At ParraPals we have a lunch to celebrate the end of another successful year. Hopefully, I'll see you there.

Our Christmas party is important because it brings together all those people who make ParraPals the great club it is.

This year, Margaret Green and her band of helpers have been so successful that we have had to close off the Christmas Party list or we wouldn't all fit in. Next year we will need to find a larger venue.

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We should always remember that, although we are a computer club, it is the people who matter most.

We could fill a room with computers and they'd do nothing unless a person instructed them to do something.

A computer is just a tool – like a stove, a washing machine, a hammer or a drill – a tool that needs a person to make it useful.

And that is our philosophy at ParraPals – we aim to teach you to use your computer so it helps you do the things you want to do.

So, I urge you to think about the things you do, or might want to do, and then ask us if there is some way your computer might help you to do that. I wish you all the very best of health and happiness for this festive season and I look forward to sharing a rich and rewarding 2012 with you.

Regards

John Moxon
Johnmoxon1@gmail.com

Term 1 courses

Day/ Time	Dates	Course	Hours	Cost
Mondays 9.30 - 11.45am	Jan 30; Feb 6,13,20,27	Beginners XP	10	\$40
Mondays 1.15 - 3.30pm	Jan 30; Feb 6,13,20,27	Tablets – iPad (iOS) and Android	1.5	\$40
Tuesdays 9.30 -11.45am	Jan 31; Feb 7,14,21,28	Beginners Window 7	10	\$40
Tuesdays 1.15 – 3.30pm	Jan 31; Feb 7,14,21,28	Beyond the Basics in Windows 7	10	\$40
Wednesdays 9.30 - 11.45am	Feb 1	Best websites for Health	2	\$10
	Feb 8	Moneysmart for seniors website	2	\$10
	Feb 15	Best websites for o/s travel	2	\$10
	Feb 22	Best websites for seniors info	2	\$10
	Feb 29	Best websites for computer terminology	2	\$10
Wednesdays 1.15 - 3.30pm	Feb 1,8,15,22,29	Email and Internet Beyond the basics	10	\$40
Thursdays 9.30 - 11.45am	Feb 2,9,16,23; Mar 1	Apple MAC	10	\$40
Thursdays 1.15 - 3.30pm	Feb 2,9,16,23; Mar 1	Beyond the Basics XP	10	\$40
Fridays 9.30 - 11.45am	Feb 3 ONLY	Genealogy TBA	2	\$10
	Feb 10 ONLY	Facebook Beyond the Basics	2	\$10
	Feb 24 ONLY	Laptop Familiarisation	2	\$10
	Mar 2 ONLY	Skype	2	\$10
Fridays 1.15 - 3.30pm	Feb 3 ONLY	Genealogy TBA	2	\$10
	Feb 10 ONLY	eBay – Buying	2	\$10
	Feb 24 & Mar 23	Apple Mac Special Interest Group		N/A
	Mar 2	eBay – Selling	2	\$10
Mondays 9.30 - 11.45am	Mar 5,12,19,26; Apr 2	Beyond the Basics – Win 7	10	\$40
Mondays 1.15 - 3.30pm	Mar 5,12,19,26; Apr 2	Beginners – Win 7	10	\$40

Day/ Time	Dates	Course	Hours	Cost
Tuesdays 9.30 - 11.45am	Mar 6,13,20,27; Apr 3	CreataCard	10	\$40
Tues 1.15 – 3.30pm	March 6 ONLY	Short course – TBC	2	\$10
Tuesdays 1.15 – 3.30pm	Mar 13,20,27; Apr 3	PhotoBooks	8	\$30
Wednesdays 9.30 - 11.45am	Mar 7.14.21.28; April 4	Time slot flexible (Deborah Martin will run course/ courses)	TBA	TBA
Wednesdays 1.15 - 3.30pm	Mar 7.14.21.28; April 4	Digital Photo Stories	10	\$40
Thursdays 9.30 - 11.45am	Mar 8,15,22,29 April 5	Managing Digital Photos	10	\$40
Thursdays 1.15 - 3.30pm	Mar 8,15,22,29 April 5	Beginners XP	10	\$40
Fridays 9.30-11.45am	March 9 ONLY	Genealogy TBA	2	\$10
	March 23 ONLY	Facebook (fill Feb 10 course first)	2	\$10

Book now at reception 9806 5030 (club hours only), Michael on 9801 1686 (h) or 0437 132 005. There is no answering machine at the office.

Payments

Most people pay for their courses and membership via cash or cheque made out to Parramatta Computer Pals for Seniors. We don't have EFTPOS capacity.

However, if you wish to pay by Electronic Funds Transfer, you should email our treasurer, Hazel Labka on treasurer@parramattacps.org.au first so that she can tell you the account number. You must also remember to put a reference on your online payment so Hazel knows who is making the payment and for what.

ASCCA Conference

Sixteen members registered for both days of the Australian Seniors Computer Clubs Association

conference held during November. We think we were the club with the greatest number of participants. Many of these members attend every year, since it is always so enjoyable. You will have read about the variety of topics in ASCCA's December newsletter which was recently circulated.



Nadia, Florence and Josie, first timers

Most of the presentations from the conference can be downloaded on the ASCCA website at www.ascca.org.au

ASCCA Competitions

Judy Joyce was our star at the ASCCA competitions which were announced during ASCCA's AGM, held to coincide with the conference. She received prizes (first and third) for her digital photo story entries and became ASCCA's first grand champion for this category. She also did well in a creative literature category.

Your editor (Margaret Tucker) won third prize for ParraPals Newsletter in the newsletter competition, and second prize for the website – www.parramattacps.org.au

Member Survey 2011

A big thank you to the 83 members who responded to our survey – this represents 40% of people who were emailed and invited to participate and is a very good result.

The major findings are that:

- 70% of us are women
- More of us are aged 76 to 80 than are aged 55 to 60.
- No one over 90 responded
- 59% of us receive some type of government pension
- 19% report having a disability
- 17% of members joined in 2007 (our founding year)
- 24% of members joined this year
- More people (60%) have completed "Beyond the Basics" than any other course
- The next most popular course is Managing Your Digital Photos (56%), followed by Beginners 1 (45%) and Internet and Email (44%)
- 23% of members would prefer 1 on 1 training for beginners

- 55% would be prepared to do a course finishing at 4.30pm with a further 22% prepared to do so in summer.

Your preferences for courses in 2012 have been noted.

New members

Welcome to the following members joining in November:

- Jan Beck
- Sarita Choudhary
- John & Lynda Hickey
- Chris Melhem
- Barry Phipps

About our courses

Featuring: Photo Books Online

Would you like to create a professional quality book about your family or a memorable

holiday? Using free online software from Blurb or Snapfish, Hazel Labka will show you how to put a book together.



This is an eight hour course so you will have plenty of time to practice. You will need to be experienced with the Internet and with managing digital photos. The course will be run on Tuesday afternoons, from March 13, finishing before Easter. You will also need to bring a selection of digital photos with you to use in your book.

Tips and Tricks

Shortcut keys for Windows operating system

CTRL-F or **F3**: to find a word or words on a page

CTRL-C: to copy text

CTRL-V: to paste text

CTRL-Z: to undo a command

SHIFT-CTRL-Z: to redo the command above

CTRL-S: to save

CTRL-B: to bold text

CTRL-I: to italicise text

CTRL-U: to underline text

CTRL-X: to cut text

CTRL-A: to select all

CTRL-O: to open a file

CTRL-P: to print

CTRL- "-" or **CTRL- "+"**: to reduce or increase font size on a webpage

And more ...

CTRL-H: history

WIN-L: to lock your desktop (Windows)

WIN-D: to show your desktop (Windows)

F5: to refresh a page

ALT-Print Screen: to capture a screenshot of a window on your desktop

ALT-Home: to go to your browser's homepage

CTRL-T: to open a new tab in your web browser

CTRL-TAB: to scroll through the tabs on your web browser

CTRL-W: to close a window on your web browser

CTRL-Home: to go to the start of a sentence

CTRL-End: to go to the start of a sentence

CTRL-"←" or "→": to move to the previous or next word

CTRL-SHIFT-"←" or "→": to select the previous or next word

Read more:

<http://www.smh.com.au/technology/tec>

<http://www.smh.com.au/technology/only-one-in-10-know-what-ctrlf-does--here-are-shortcuts-you-should-know-20111130-1o69d.html#ixzz1feGXQYJw>

Purchasing a tablet

Are you thinking about an iPad or an Android tablet for Christmas this year? You can compare prices at <http://www.shopbot.com.au/tablets/portable-devices/australia/117>. There are a great number to choose from.

Another good place to look is <http://www.news.com.au/technology/tablets>

Newsagents are currently selling a manual entitled *The ultimate Beginners' Guide to iPad*, for \$17.99 – in their computer magazine section. It has a white, black and red cover.



Christmas party

If you have booked for the Christmas Party, do remember to bring your name tag with you if you are in the habit of taking it home. We have a special Christmas sticker for you to put on it for the party.



Our sponsors

DCA Computers

Unit 4/8 Victoria Avenue
Castle Hill NSW 2154
Phone: 9634 2555

sales@dcacomputers.com.au
www.dcacomputers.com.au

Meanwhile, members continue to report good feedback about Robert DelVecchio's **InHome Media** which they have used satisfactorily to fix computer problems in their own home. Phone Robert on 1300 658847 or 0425 202 655.

Useful websites

<http://www.abc.net.au/iview/>

Watch programs you missed during the week on ABC TV.

Dates for Your Diary

Term dates

- Term 4 finishes Thursday 15th December
- Term 1 2012 commences Monday 30th January

Christmas Party

Friday 16th December, 12.30-2.30pm
in the Dan Mahoney Room \$10
(bookings closed)

Monthly meetings

- Friday 20th January, 9.30am
- Friday 17th February, 9.30am

Outings

- Genealogy/Digital Photography
Field Trip: Cockatoo Island
(TBC) 30th March

Lunch at the Leagues

- Monday 9th January, 12-2pm

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Our website, blog & Facebook

www.parramattacps.org.au

<http://parrapals.blogspot.com>

Facebook group (Join) AND Facebook
page (Like): Parramatta Computer Pals
for Seniors (www.facebook.com)

Email: info@parramattacps.org.au

Till next time. Your editor:

Margaret