

# PALS by the LAKE



Computer Pals for Seniors  
Northern Beaches Inc.  
Member of ASCCA

The Tramshed  
Arts & Community Centre  
1395a Pittwater Road Narrabeen  
NSW 2101

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*This is a volunteer  
organisation*

**ABN 84 043 912 101**

**Welcome to our November Newsletter**  
The last term of this year is in full swing and our  
students are working very hard.  
**Enjoy your computer.**



**Come and join us at our**

**Christmas Party**



**on 12 December 2008 starting at 12.30pm**

Trivia, entertainment, food, drinks and  
raffle of the painting

**In the Lakeview Hall**

The Tramshed Arts and Community Centre  
1395a Pittwater Road  
Narrabeen NSW

**Bring your friends—all are welcome!**

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We will have a presentation on  
**Wednesday 19 November at 1.30pm**

At the Tramshed Arts & Community Centre  
1395a Pittwater Road Narrabeen  
by Marilyn Guion,

**'Understanding Disabilities'**

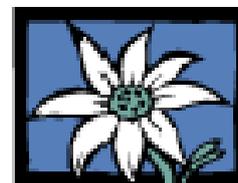
**Here is Marilyn's introduction:**

Hi, my name is Marilyn Guion and I am looking forward to addressing the monthly meeting on the 19th November. I am a double amputee above the knees and live independently at a retirement village in Avalon. I get around in a motorised wheelchair and a real 'state of the art' motor car.

I will be talking about the challenges of every day living as a disabled person, my artwork, the marvellous people I have met, how to stay healthy and enjoy every day getting out and about and most importantly, helping other less fortunate people. Look forward to meeting everyone.

**Bring your friends—all are welcome.**

***This club is supported by:***



**Warringah Council**



*In the bus*

### The bus trip for our Instructors

The last few years we have been able to offer our Instructors a bus trip as a thanks for volunteering their time for our club. Without our volunteer Instructors we would not have a club, so this is a well deserved thank you.

The bus trip was enjoyed by 15 of our Instructors, plus Brian Hindes, who volunteered to drive the bus. This year we went to Swane's Nursery in Dural and after that we went to the Dural Country Club for lunch.



*Brian Hindes*

Although it rained all day and the gardens were wet, we remained in high spirits and we had a great time. Gardens seem to be extra beautiful in the rain and the roses especially looked lovely, wet.

The food was delicious and a great time was had by all.

We would like to thank **Brian Hindes** for his driving and for giving us a day to remember.

For more photographs, go to our website: <http://www.compalsnb.org.au/photos.htm>



*Umbrella flowers in the rain*



*In the Dural Country Club*

### Appreciation Courses Term 4 2008

These courses are for members. to become a member: just pay \$25.00 for 12 months' membership, and be able to enjoy groups, workshops and courses.

**ALL COURSES COST \$10 EACH AND INCLUDE A CD WITH THE INFORMATION.**

**ALL COURSES START AT 1.30 PM AND TAKE 2 HOURS.**

**Members can put their name on the list at the club.**

**For File Management & Digital Photography, contact Brian Hindes: 9918 7181**

<b>Thurs Nov 6</b>	<b>1.30 Getting Started</b>
<b>Friday Nov 7</b>	<b>1.30 'Tips for the Internet'</b>
<b>Fri Nov 14</b>	<b>1.30 'Tips for Excel'</b>
<b>Fri Nov 21</b>	<b>1.30 VHS to DVD converting tapes to discs</b>
<b>Wed Nov 26</b>	<b>1.30 Word 2003</b>
<b>Fri Nov 28</b>	<b>1.30 'Mail merge' Making useful mailing lists</b>
<b>Fri Dec 5</b>	<b>1.30 'CDs to DVDs'</b>
<b>Dec 17</b>	<b>12.30 DIY (Do It Yourself)</b>

Sometimes it is better to ask some of the questions, than to know all the answers.

## WINDOWS

There's lots of windows in our world,  
A blessing you would say,  
They let the light in, sunshine too,  
We see them every day.

We see them in our houses first,  
Then in our cars, it's true,  
We also see them in the shops,  
All filled with goodies new.

Our workplace has a few of course,  
Our restaurants as well,  
They're here and there, all  
over town ...  
But there is more to tell !!

The Windows that we love to  
use  
Is in our 'puter's pouch,  
We welcomed Ninety Eight,  
ME,  
Then XP at our touch.

The one that's used the most these days  
Is Vista, big and bold,  
We're getting used to it at last,  
It's great for young and old.

So we do have this great programme,  
Those "windows" are so clear,  
We're looking through those "window" panes,  
To see just everywhere.

Just use these magic Windows all,  
To see, you know not where,  
For there is lots of light and sun,  
When we are "surfing" there.

*Lexie Warder*



## WINDOWS

Windows started in November of 1983 and it sold for \$100.00 back then.

On down through the 80s, Microsoft kept coming out with different versions.

Windows 1.0 in 1985 and 2.0 in 1987 and they both sold for \$100.00 as well.

Next, there was Windows 386 and 286 and in 1990, Microsoft announced Windows 3.0, with the full version being sold for \$149.95.

They even had an upgrade version for \$79.95.

Version 3.1 came in April of 1992 and there were more than one million copies of it sold in the first two months of its release.

In August of 1993, Windows NT 3.1 was released and there was a record of over 25 million licensed users by the end of 1993.

There were a couple of years of Windows NT (3.5 and 3.51) and then finally in 1995, Windows 95 was featured and it sold more than one million copies in only four days.

Were you one of those buyers?!

Next, Microsoft released NT 4.0 and then a couple of versions of CE until the grand feature of Windows 98 in June of 1998.

The second edition (98 SE) then came out in May of 1999.

Windows 2000 came in February of that year, closely followed by Windows ME (Millennium) in June of 2000.

Of course, next came Windows XP in October 2001 and by that time, Microsoft was ever so popular and just about everyone was using one version or another of Windows.

Microsoft came out with the Windows Server 2003 in March 2003 and then Windows Vista in January 2007.

That's where we stand right now, but as you may have heard, Microsoft is working on yet another operating system, Windows 7, which is planned for release in early 2010.

And now you know all about the history of Windows!

## **Our COMPETITION** **'Let's be Creative'**

Members are invited to create a card, subject to these rules:

**Cards need to be on A4 or A5 paper and need to fit in a C6 size envelope.**

Each month we will give a subject and you can create a card.

ANY program can be used - you can use **'Word'**, **'Publisher'**, **'Corel'** or **'PrintMaster'**, or **whatever program** you would like to use, or maybe create it by hand, as long as a card is created.

**We will give you the subject each month and the subject for**  
**November will be easy: 'Merry Christmas'.**

Our Judge will make the final decision and award the prize to the best entry.

The Judge's decision is final.

We have no preference for any program used, just have fun making cards.  
It can be funny, serious, sentimental, old fashioned, colourful, or whatever.

**The entries will remain the property of this club.**

When we collect a few cards, these will be displayed and sold at our functions, such as Presentations, Christmas Party. etc., with the profit going to the club.

Everyone can participate, ladies or gentlemen, as long as they are members of this club.

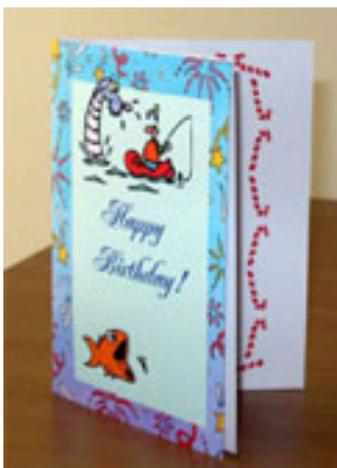
**All we are asking is that you sign the card on the back page with your initial and 'Member of Computer Pals for Seniors Northern Beaches Inc.'**

The winning card will be photographed and displayed in the next Newsletter.

**Have your 'Card in a C6 size envelope' in the box at the club by the third Friday of the month (with your name and phone number attached) to give us time to judge the entries and just have fun!**

**The winner will be announced in the following Newsletter.**

**Our first winner is: Cecile Carter**



**The first winner:**  
**Cecile Carter**

**Congratulations Cecile.**



**Pat Smith**  
**Highly recommended**

The best and most beautiful things cannot be seen or touched.  
They must be felt with the heart." ... Helen Keller

## Christmas - Ring Any Bells?

Windows All Versions

We've been looking in our crystal ball here and what we see isn't pretty! We can see millions of innocent computers being infected by baffled PC owners who are being bombarded with thousands of ecards beginning with Halloween and reaching a crescendo right before Christmas. We can see it now:

"Your friend has sent you a Christmas ecard"

"Your cousin loves you and sent you this Christmas greeting"

**The tip is this:** About a month from now through the first of next year, you and everyone else is going to be bombarded with spam messages which appear to be from ecard/e-greeting sites and all telling you that you've got a wonderful greeting of some sort from some unnamed family member or friend. But, we want you to know that these emails can contain links that will infect your computer with something - a Trojan, a virus, or other malicious stuff we know you won't want.

So, we are appealing to you to use your common sense. Because going through the holidays with a Ho! Ho! Ho! Devil-may-care attitude, could have you busy during Christmas dinner formatting your computer or wishing you had one that worked for Christmas.

*'T was the night before Christmas and all through my computer,  
The e-cards were coming, I should have been astuter -  
'Cos I clicked on a link and my computer was fried,  
I banged on the keyboard and to no-one I cried:  
"My computer's infected with malware and spam,  
Now I'll be fixing my computer while my family eats ham!"*

Many of these emails will contain links directly to a download of some storm Trojan variant. Each variant has its own characteristics, but they're all bad news.

**Your first line of defence** is not AVAST, AVG, NORTON, TREND MICRO, or any program - **your first line of defence is YOU**. Think before you click. A legitimate ecard will almost always contain the name of the sender...not "a friend", "an uncle", or a "secret admirer". That's your first clue. Be a cynic. Be a sceptic. The avalanche of ecard spoofing is coming to your email program soon. Of that you can be certain. So be safe - don't be sorry. THINK before you CLICK.

Make sure **you update** your anti-virus program several times a week.

WHAT? You still don't have one? Get one! Right now. Don't read another word.

We recommend **AVAST and it's free** for home and personal use. Come on...do it right now before you forget!

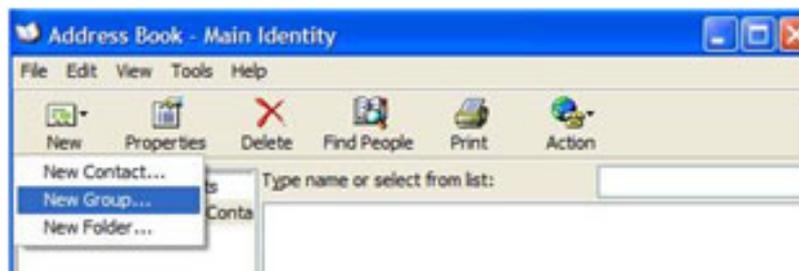
Also you should have at least two anti-spyware programs installed. One should be your primary anti-spyware and one should be your backup. Your primary anti-spyware should be configured to run all the time in the background. You should use your secondary anti-spyware to scan your computer once or twice a week. From <http://thundercloud.net>

**Free Anti Spyware that works: SUPERAntiSpyware.com** - AntiAdware, AntiSpyware, AntiMalware! **Advanced Detection and Removal**

- **Detect and Remove** Spyware, Adware, Malware, Trojans, Dialers, Worms, KeyLoggers, HiJackers, Parasites, Rootkits and many other types of threats.
- **Light on System Resources** and won't slow down your computer like many other anti-spyware products. Won't conflict with your existing anti-spyware or anti-virus solution! <http://www.superantispyware.com/index.html>

Take the time to live!!! Life is too short. Dance naked!!!

**E**mailing to a group: If you have a group of friends you email often, you can create a "group". In the Address Book, click the New button, and then click New Group. Add names and addresses, and there you are, a new Group created. You can gather all their names together



under one entry (and name)—My Friends or My Group, or whatever. Then you can compose an email and send it to "My Group" for example, and Outlook Express will automatically send the message to every person listed in that group. And all the recipient will see is that you sent it to their email address. They won't see the other members of your group's name or email addresses.

Keep in mind that when you send mail to your "Group" make sure you put the "group" in the **BCC** line. You can either leave the "To" field blank (if you do the recipients will see that the mail was addressed to "Undisclosed Recipient") or you can put your own email address in the "To" field and insert the contact group into the BCC Line.

**Remember**, if you don't insert the Group contact into the BCC line, and instead put it in the "To" line, you will be exposing all the names and email addresses of everyone in your group to everyone else in the group. This is not good.

But, what's that you say? What happens if you want to send to several friends but it's not always the same "group" of friends? Well, then you have to remember to put each email address (or insert from your address book) in the BCC line. That way none of the people you send the email to can see any of the other people to whom you've sent the email. They'll only see their own address in the BCC line. They'll see "Undisclosed Recipients" in the "To" line if you leave that line blank.

**If you want something in the "To" line** (and it might be a good idea because some email servers might censor email with "Undisclosed Recipients" in the "To" line) put your own email address there. Then your recipient will see you sent the email to yourself and copied them on it. But they won't see the other people's email addresses (or names) that you sent the email to.

It's not as complicated as it sounds. But there is no way we know of to send emails to groups of friends and show all their names without showing their email addresses as well. Just remember, the BCC field in your email program is for sending messages to multiple recipients without the other recipients knowing who else is receiving the same email.

From: <http://thundercloud.net>

## Professor Teaches Windows Vista and Windows XP

Our club can supply copies of 'Professor Teaches Vista' on CD at \$35.00 each, compared with rrp of \$49.00, to any member of our club. Professor Teaches® provides interactive training for Windows Vista and Windows XP. Build your skills with seven tutorials and learn everything you'll need, from beginning to advanced topics. More than just videos, you'll interact to perform the correct action during each exercise for better learning and retention. Hundreds of learning topics and beginner through advanced subjects are included.



You don't need to have Vista running to use this CD. You can have Windows 2000, XP or Vista. You will also need a double Speed CD-ROM drive, 16 MB RAM available, and a sound card.

**S**mile: Mrs. Mandelbaum decided to have her portrait painted by a well-known artist. She told the artist, "Paint me with three-carat diamond earrings, a large diamond necklace, glimmering emerald bracelets, and a beautiful, red ruby pendant." "But ma'am, you are not wearing any of those things." "I know," said Mrs. Mandelbaum. "My health is not good and my husband is having an affair with his secretary. When I die I'm sure he will marry her. I want that bitch to go nuts looking for the jewellery!"



## Mouse Whispers



### Hide All Open Windows

You can hide all windows, and get back to your desktop, with one keystroke: hit the Windows key and "D" simultaneously.

### Enlarge, Baby, Enlarge

On a Web page where the font is so tiny you can't read it? Enlarge it! You can enlarge the text on any **Web page**. In Windows, press Ctrl and the plus or minus keys (plus for bigger or minus for smaller fonts). You can also enlarge the entire Web page or document by pressing the Control key as you turn the wheel on top of your mouse. Turning the wheel toward you make it larger, turning it away from you make the page smaller.

### The Space Bar Trick

You can press the Space bar to scroll down on a Web page one full screen, and by pressing the Shift key while holding down the Space bar you'll scroll back up.

### When shopping for a digital camera...

The number of megapixels does not determine a camera's picture quality; that's a marketing myth. The sensor size is far more important. And you can use Google to find a camera's sensor size. For example Google "sensor size Nikon D30".

**Wireless Keyboards etc.** Wireless keyboards and mice basically work through signals, which come from the wireless receiver you have hooked up to your computer. If the receiver is not able to get a good connection with either the keyboard or the mouse, they will not work properly. In that case, you have to change the receiver's channel until it does start to work. Now, keep in mind that it may not work on the first try. You might have to change it multiple times before your new hardware starts to function correctly, so try to be patient.

So, the next question is, how do you do it? Take your wireless receiver and flip it over. You should see a small button there. Just push in on that button (you may need to use a pen or pencil to make sure it gets pushed down all the way) and then try using the keyboard and mouse. If they still don't work, push the button again and so on. You may also need to do the same thing on the **mouse** (and only the mouse). On the bottom side of the mouse, there's a similar button. Just keep pushing that until it connects to the receiver and works for you. If both items are working right, your receiver will light up when you use them. So, yes, this is one downside to the wireless world, but at least you now know how to fix the problem. From [www.worldstart.com](http://www.worldstart.com)

**Whenever you delete something** and discover as soon as you've done it, that you shouldn't have, use the "Ctrl" (Control) key and the "Z" key. It will bring your mistakenly deleted file right back.

**Freebee of the month: Folderico:** Are you looking for a way to jazz up your desktop folders? Allows you to change icons of the chosen folder to any chosen by you. And even at connection of a hard disk to other computer of an icon will remain such as they were made by you.

You can change an icon of any folder, with any method which is more pleasant to you. Through context menu with preliminary viewing of the image. Through dialog, also with preliminary viewing of the image. You can choose an icon-theme for context menu.

Before installation of version **Folderico** remove all the previous versions Folderico.

Free from: [http://www.download.com/Folderico/3000-2318\\_4-10545126.html](http://www.download.com/Folderico/3000-2318_4-10545126.html)



Dates for your Diary			
Nov. 5	12.30 Instructors Meeting 2.00pm Committee Meeting	Dec. 3	12.30 Instructors Meeting 2.00pm Committee Meeting
Nov. 7	1.30 'Tips for the Internet'	Dec. 5	1.30 'CD's & DVD's'
Nov. 12	1.30 'Ezitree' Group	Dec. 10	1.30 'Ezitree' Group
Nov. 14	1.30 'Tips for Excel' course	Dec. 12	<b>12.30 Christmas party</b>
Nov. 15	Printmaster Group	Dec. 13	Printmaster Group
<b>Nov. 19</b>	<b>1.30 'Understanding Disabilities' Presentation</b>	Dec. 17	12.30 'DIY' (Do It Yourself)
Nov. 20	10 am ASCCA AGM		
Nov. 21	1.30 'VHS to DVD' course		
Nov. 26	Corel Group/ 1.30 'Word 2003'		
Nov. 28	1.30 'Mail Merge' course		

**Remember to come to  
our Presentation by  
Marilyn Guion  
On 19 November at 1.30pm**

**Please note:** We make every effort to replace instructors when they are unable to attend on their teaching day but sometimes this is impossible. All our instructors are volunteers and have personal commitments.

**Disclaimer:** Please note: although everything in this Newsletter has been tried and was found to be safe to use at that time, this newsletter is provided 'As is' without any warranty of any kind. Each reader of 'Pals by the Lake' newsletter assumes complete responsibility for the subsequent use of its content.

Your Instructors	
Mon	9-12 Greg Ennis 9-12 Patricia Novikoff 10-1 Pat Kingham 9-1 David Bennett Apple/Mac 1-4 Lexie Warder 12-4 Peter Whalan 1-4 Anthony Staniforth
Tues	9-12 Ken Brown 9-12 Evelyn Iggulden 9-1 Alan Taylor 9-1 Anne Parsons 9-1 Don Roberts 1-4 Barry Goddard 1-4 Pat Kingham 1-4 Michael Sunderland 1-4 Allan Burrowes
Wed	9-12 Henri Osieck 9-12 Anne Brady 9-12 Mickey O'Neill/Jim Parker 9-12 Mary Anne O'Reilly 10-1 Win Nielsen pm Reserved for Meetings
Thur	9-12 Allan Burrowes 9-12 John Brennan 9-12 Brian Curran 9-12 Paul Treichel 9-12 Corry Dancaster pm Reserved for courses
Fri.	9-12 Christine Smith 9-1 Paul Treichel 9-12 Glenda Kelly 9-12 Gerri Cumpstey pm Reserved for courses