

MANLY MOUSE

Newsletter of Computerpals for Seniors - Manly Inc.

October 2009

* 12th Annual General Meeting 8 October 2009 *

You all know by now that the next Monthly Meeting is the 12th Annual General Meeting and will be held in the Manly Library Meeting Room at 2 pm on Thursday 8 October so come along and cast your votes for

Vice President Ted Hulbert whose recent appointment as VP has to be ratified. He has been a committee member for 7 years and is also President of Belrose & Terry Hills Computerpals.



Secretary Lyn Nichols who has been a Committee member for 9 years and Secretary for 5 years. You all know her when she brings and serves the afternoon tea at meetings.



Robin George who has been doing the indispensable, most difficult job, planning the tutors' roster since the club started 12 years ago. She makes sure there is always a tutor available at the right time.



Gwyneth Crawford, Committee member for 12 years and has edited The Manly Mouse since 1998. Former Secretary.



After the AGM Graham will run another Quiz and there will be the usual afternoon tea and chat with members and tutors.

Great Prizes for the Trivia Quiz & Door Prize

David Mc Adam gave us a very different presentation last month with lots of fun as he showed us some of the amusing sites that can be found on the internet. The first one he showed which was his own favourite was [DANCE TRAIN STATION BELGIUM do-re-mi The Sound of Music - Julie Andrews](#). Enter that in Google and you will be able to see the YouTube video. Other sites may be requested from David.



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The Green Green Brass at Home.

Amongst the joys of living on the Northern Beaches is breathing the fresh salt air. However, one of the downsides to this balmy sea air is its corrosive nature. I guess we have all seen its effect upon metal surfaces and objects around our homes ... particularly the green corrosion on brass or copper. And that's just the surfaces we can readily see!

How about the internals of electrical plugs & sockets? They invariably include copper, brass &/or bronze components ... just the ticket for attack by our sea air. This results in the familiar green corrosion forming, sometimes called Verdigris.

This stuff will eventually corrode the metal completely away. On the way to oblivion, the corrosion increases the resistance to the flow of electricity, particularly in low voltage devices such as telephone connection plugs and sockets. And the ones at many of our residences have probably been there since Alexander Graham Bell's time! You have a "poor connection". And now the story really begins!

Whilst a little noise crackle or loss of phone volume mightn't worry you, it worries the hell out of ADSL broadband connections.



As the voltage decreases, and the noise increases, the broadband connection frantically tries to sort out the data signal from the noise, tries to correct missing bits, keeps asking for data to be re-sent, and generally tries its little heart out to deliver your email (or whatever). Finally it gives up in disgust, "hangs up", and "re-dials", hoping for a better line. However, the Jolly Green Giant doesn't give it a better line and, in fact, it often gives it a worse line. So now we can't



get a broadband connection at all! So we call support, and we wiggle wires, and we call support, and we call our more knowledgeable friends, and wiggle more wires, and we grow older, and call more support, and weep, and beat our breast and shred our cloths and grow even older, and call more support. To no avail, my friends, to no avail ... the Jolly Green Giant has GOTCHA!!!!

Soooooo, what to do, what to do?????

Easy, actually Take the top off your telephone socket (s) and plug(s) and have a look. The ones that matter are the ones in the direct path to your ADSL modem. If you see corrosion, and/or the plugs are loose, have

Club News

We are now the owners of a brand new 20" iMac, complete with the latest OSX Snow Leopard OS and MS Office 2008 for Mac. Bob Bellini made the purchase getting MS Office thrown in for free.

It will provide us with a platform to tutor Mac which includes:-

Office Suite products from MS and IBM (Symphony)
Photo Editing with iPhoto and Picasa
Email with Mac Mail, Thunderbird and MS Entourage (Outlook for Mac)

Browsing with Safari, Chrome and Firefox

Built in Camera and Mic for Skype

Plus all the included Mac software ... iTunes, iMovie, iDVD, iWeb,

We thank Bob for purchase and installation.

Internet Downloads: With the marked increase in members using their laptops in the club, there has been a significant increase in internet usage and this can be directly related to members using the club to download updates on their laptop - rather than updating at home. Please be aware that the club's broadband plan is capped - it is not unlimited and your cooperation is sought in not relying on the club for updates.

Special Courses Future courses will be eBay run by Bridget Mahony starting 15 October and Picasa3 run by Bob Bellini starting 5 November. Details are on the Notice Board.



There was a lot to learn in the Publisher course but the students got a good idea of the way MS Publisher can be used. Here you see them enjoying themselves.

them cleaned or replaced. I'd recommend getting a cable installer or electrician to do this.

With nice clean and tight connections, you might be surprised at how much faster and reliable your broadband connection could be!

Bob Bellini 13/09/2009



Some ideas to enhance your life...

So much has been in the media recently about being healthy and keeping the mind busy...

Here are some ideas for you....

If you love sudoku and want to maintain your brain active, print one of the games from www.websudoku.com You can also select your level and if you do not know how to play follow the link to learn.

If you have had enough of your way of cooking your food, try these websites for new ideas:

www.taste.com.au <http://www.bbc.co.uk/food/> I love the recipe search facility..... in particular to search recipes related to one ingredient I have at home, the other day I made a very different Zucchini recipe, mixing 2 different recipes... it was yummy !!! just do not ask me to repeat the process....

Speaking about recipes, as a nutritionist I'll share some of my secrets:

1. Home made cereal

Instead of buying expensive and high sugar/fat cereals in the supermarket shelf, I love to make my own, and every time I make it, I add something different:

Basic ingredients: 500 gm Rolled Oats, 100 gm Pumpkin seeds and 100 gm Sunflower Seeds

Variations to alternate and add to the cereal: sultanas, chopped nuts, sesame seeds, dry blueberries, cranberries or bananas.

Mix and store in a air tight container. Variations to serve:

- soak with apple juice with cinnamon powder
- with fruit salad
- with yoghurt
- with steamed fruits
- add between 1-2 spoons of golden flaxseeds before soaking.

Drink 1-2 glasses of water after eating the cereal. The gel the seeds release is a great solution to increase your bowel movements.

Do you know that if you soak your cereal overnight or at least for 2 hours, you increase the absorption of nutrients? Also be sure you chew those zinc healthy seeds very well... !!



2. Seasonal foods

These days it is not always easy to identify which foods are in season, as sometimes a cheap price does not necessarily mean seasonal food. This website is a very reliable source of information about seasonal foods grown in Australia: http://www.sydneymarkets.com.au/produce/seasonal_produce.html

If you want to check where to get fresh and possible organic produce close to your home, check this:

<http://www.organicfoodmarkets.com.au/default.aspx>

Mara Bond from Enhance Wellness, Nutritionist.

Zoom Do you want to use the mouse to control the zoom level for your document? You can do it by combining your mouse use with the Ctrl key. (This tip works with Microsoft Word 97, Word 2000, Word 2002, Word 2003, and Word 2007.)

If you zoom in and out of your documents quite a bit, you may get tired of using the pull-down zoom control on the toolbar. If you have a mouse that has the wheel between the two buttons, you can do a neat trick. All you need to do is hold down the Ctrl key as you turn the small wheel. Each click of the wheel, up or down, increases or decreases the zoom factor by 10%.

WordTips.Net

Awesomehighlighter <http://www.awesomehighlighter.com/> works like a real highlighter pen, you select text with your cursor (which turns into a yellow marking pen) and the selected text appears with a yellow highlight. When you're done selecting the text, you can do one of several things:

- a. You can email the selected text, along with a link to the page, to a friend or several friends.
- b. You can share the page link on Twitter, Facebook, Wordpress, or Delicious.
- c. You can click "Copy" and paste to your Windows Clipboard so you can email it, add it to your blog, or social networking page.

Their privacy policy is short and straight forward and exceptions are noted (the text you select and page URL are stored on their servers but no personal information about you is attached to it, so it's completely anonymous). We don't see anything wrong with Awesomehighlighter at this time.

Firefox users: You can download Awesomehighlighter as a Firefox add-on and take it with you. Internet Explorer users will have to visit <http://awesomehighlighter.com/> to use the service. *Cloudeight*



How to make each folder open in its own window

Windows XP and Windows Vista

By default, Windows reuses the same window when you open new folders. That's OK for some, But what if you want to move files between two folders? Not so handy. Here's a very simple trick that will make each folder open in its own window. If this sounds like something you would find handy, you'll be glad to know it's very easy to do.

1. Click Control Panel
2. Select Folder Options
3. Select Open each folder in its own window.
4. Click Apply - OK

That's it. You're done. How simple was that? *Cloudeight*

A quick way to add an attachment is to drag the attachment over to your inbox and a new email will open with the attachment added. Just fill in the recipients address and subject line, click send. *Cloudeight*

Check That Disk At The Next Reboot

Windows XP Home, Media, and Professional

It's good idea to check your hard disk for errors about once a month (or more frequently if you're a heavy-duty computer user). The best time to do a disk check for errors is at startup before all your programs load.

To check your hard drive for errors automatically the next time you start Windows, do this:

1. Click Start then Run and type in CHKDSK /F (notice the space between K and the slash).
2. When the command window appears hit the Y key.

The next time you boot Windows, your hard drive will be automatically checked for errors. You should do this at least once a month. Checking the disk before all those programs start gumming up the works takes less time and provides smoother disk checking. So hey, check it out!

Quick Tips

Windows XP, Windows Vista

Quick Change - Want to change the name of a desktop icon, folder, file etc? Click whatever you want to rename, then click the F2 key and make your change!

Quick View - To view properties menu of a file, folder, etc., highlight it and click Alt + Enter. Highlight My Computer and click Alt + Enter to view System Properties.

Quick Print - Click Control + P to open the Print Dialog.

Quick Favourites - Click Control + D to quick save a web page to your Favourites menu.

Quick Windows Explorer - Click the Windows Key + E to open Windows Explorer in a flash!

Delete: The Easy Way - You can delete a word by highlighting the entire word with your mouse and pressing Delete, but is there a faster way? Yes! If the word is to the left of the cursor, press Ctrl and hit the Backspace key. If the word is to the right of the cursor, press Ctrl and hit the Delete key. Voila! No more backspacing character by character or highlighting to delete an entire word.

You don't need to see your start button to shut your computer or restart your computer normally. You can use Windows Task Manager to shut down your computer too. If you're using Windows XP you can access Task Manager by pressing the Ctrl + Alt + Delete keys. When Task Manager appears, click "Shut down" at the top, and select an option from the drop-down menu - for instance "Turn Off" or "Restart".

Find Out How to Do (Almost) Anything at WikiHow www.wikihow.com WikiHow, which could best be described as a how-to encyclopedia, Wikipedia-style has amassed thousands of how-to manuals, authored by your fellow humans, covering an endless range of subjects. In the Computers and Electronics section alone, for example, you'll find guides ranging from Bypass DRM-Enabled Music to Make Laptop Screens Readable Outdoors. Good stuff, right? *Rick Broida PCWorld*

Broadband for Seniors will establish up to 2,000 free internet kiosks over the next three years in community centres and clubs used by seniors. The kiosks will provide computers, internet connections and training.

The Government wants more older Australians to use the internet to stay in touch with family and friends and to access information and services. Only one in five Australians over the age of 65 currently use the internet.





12th ANNUAL GENERAL MEETING

will be held on **Thursday 8 October 2009 at 2 pm** in the Manly Library Meeting room.

AGENDA: (please bring to the meeting)

1. President's welcome
2. Apologies
3. Confirmation of the minutes of the AGM of 9 October 2008
4. Business arising from the minutes
5. President's Report
6. Other Officers' Reports
7. Receive & Adopt the Financial Statements for the financial year to 30 June 2009 and reports thereon.
8. Election of Office Bearers & Committee in accordance with Rule 14(8)
9. Appoint an Auditor
10. Confirm the Committee's recommendation that the existing membership and subscription fees be retained.

NO BUSINESS OTHER THAN ON THIS AGENDA WILL BE ACCEPTED IN THE MEETING.

Election of Officers and Committee:

During this Annual General Meeting of 8 October 2009, there will be an election of office bearers and committee members in accordance with the following rules of the club:

Rule 14. (8) An election of half of the committee members shall take place annually at each Annual General meeting in accordance with the following pattern:

- a The committee shall consist of two groups of either equal numbers, or with one group having a majority of one.
- b The first group (Group A) shall include the President, Treasurer, and half (or as near half as practical) of any other office bearers and half (or as near half as practical) of the ordinary committee members.
- c The second group (Group B) shall include the Vice President, the Secretary and the balance of office bearers and ordinary committee members.

At the AGM on 8 October 2009, Group B must stand down. This group comprises the Vice President, the Secretary and half of the committee.

The following positions are to be filled at this meeting:

<i>To be ratified :</i>	The committee's recent appointment of Ted Hulbert as Vice President
<i>Vice President</i>	Ted Hulbert is required to stand down, and is eligible for re-election
<i>Secretary</i>	Lyn Nicholls is required to stand down, and is eligible for re-election
<i>Committee</i>	Gwyneth Crawford is required to stand down, and is eligible for re-election
<i>Committee</i>	Robin George is required to stand down, and is eligible for re-election
<i>Committee</i>	Vacancies up to 2

NOMINATION FORMS for Office Bearers & Committee are available in our club room.

If you wish to nominate yourself or others for any of the above positions, such nomination must be made on the official forms and the proposer, seconder and the nominated person must all be financial members of the club. Nominations **MUST** be returned to the club's premises (either placed in President's Mail slot) - OR posted to The Secretary, Computerpals for Seniors Manly Inc, PO Box 1128 Manly NSW 1655 so as to arrive at least 7 days prior to the meeting.



Harry, a new retiree greeter just couldn't seem to get to work on time. Every day he was 5, 10, 15 minutes late. But he was a good worker, really tidy, clean shaven, sharp minded and a real credit to the company and obviously demonstrating their 'Older Person Friendly' policies. One day the boss called him into the office for a talk. 'Harry, I have to tell you, I like your work ethic, you do a bang up job, but your being late so often is quite bothersome.'

'Yes, I know, boss, and I am working on it.'

'Well good, you are a team player. That's what I like to hear. It's odd though, your coming in late. I know you're retired from the Armed Forces. What did they say if you came in late there?'

'They said; 'Good morning General, coffee sir?'



Tutors' Roster (subject to change)		
Monday	9 am - 1 pm 1 pm - 5 pm	Graham Clark & Lyn Nicholls David McAdam & Tony Wu
Tuesday	9 am - 1 pm 1 pm - 5 pm	Philip Bratel & Wally Gora Lyll McNeish & Harry Brabin
Wednesday	9 am - 1 pm 1 pm - 5 pm	Ted Hulbert & Bridget Mahoney Harry Aguero & Elaine Johns
Thursday	9 am - 1 pm 1 pm - 5 pm	Dorothy Peters & Tony van de Walle Special Courses
Friday	9 am - 1 pm 1 pm - 5 pm	Ern Cohen & Hugh Walker Bob Bellini Mac only

IF YOU CANNOT ATTEND A CLASS PLEASE PHONE THE CLUB 9976 0930 AND ADVISE THE DUTY TUTOR TO ALTER LIST AND ALSO PLEASE TELL YOUR TUTOR.

Welcome to new members:
Frank CROTT; Hazel JOYCE; Patricia PASHLEY; Haruko ROBINSON; Ronald SORBY; Kim TABART; Chris TAURO; Anne TAYLOR
 If you are not listed here you will be next month.

The assistance provided by Manly Council to Manly Computerpals is gratefully acknowledged.

Our Website is kept up to date by Graham and includes photos, latest news and recent and earlier copies of the Manly Mouse.

www.manlycompals.org.au

Disclaimers
 Members who bring equipment such as a laptop computer or digital camera to the Club do so at their own risk and Computerpals accepts no responsibility for damages or loss.

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