



Who's Who

Chairman	Eddie Hagen	528-0332
Treasurer	Rick Scott	521-5150
Course Manager	Cedric Hoskins	
Member database	Margaret Bates	528-6355

Getting in touch

If you have a query relating to SeniorNet the quickest and easiest way to get an answer is to ring the SeniorNet rooms (ph 578-0994) and leave a message on the voicemail. The mailbox is monitored very regularly by a committee member who will pass on your query to the person best able to help you. You will receive information about all other activities very quickly using the voicemail box.

From the Chair

A steering committee has been appointed to research and guide our SeniorNet through massive changes, which will be beneficial to our members and reduce costs and the load on our administrators. The proposals from this committee will be voted upon at our Annual General Meeting in June.

With this newsletter come a couple of nomination forms for members to put their name, or the names of other members, forward for the positions of Chairperson or Committee Member. Acceptance of nomination must be noted by any nominees. These positions will be elected at the Annual General Meeting on 17th June. We have not yet induced any members to stand for these positions and it is looking rather desperate for SeniorNet Eastern Bays. In the event that there is no nomination for Chairperson it will necessitate winding up SeniorNet Eastern Bays. In this event I will sadly assist in the closing down of our society which will need to be done by 1st November when our lease is due for renewal. In that event all of our assets must be given to a society with similar aims and any re-activating would necessitate starting from scratch.

A more extensive coverage is given in the email version of the newsletter. A number of members are booking a place in courses and then just not turning up for lessons. This denies another member participating in that course and in many cases wastes the time of our tutors. In an attempt to overcome this we are re-introducing the method of payment whereby members are required to pay course fees within seven (7) days of confirming a booking for a particular course or lesson and before the course starts. When members are telephoned to confirm a course booking they will be informed of this requirement. The address to post course fees is:

Courses, SeniorNet Eastern Bays, 106 West Tamaki Road, Glendowie, Auckland 1072
Envelopes with this address may be dropped into the letterbox inside the main entrance or into the Treasurer's mailbox on the desk in the kitchen office of the rooms.

From immediately after the AGM we are likely to switch to email Newsletters only. Members who have not been receiving the newsletter by email are asked to forward their email address to: pated@actrix.co.nz You can copy and paste this address from here to the address bar in your email program. Any problems arising from this will be dealt with.

Those members who have a yellow sticker on this newsletter or an Unfinancial heading on their email newsletter are overdue for renewal of their subscriptions. As our Constitution specifies, at the end of May all unfinancial members will be deleted from the membership list.

Eddie

Monthly Meeting
Wednesday 20th May 2009
10 – 11am

St Heliers Church & Community Centre
100 St Heliers Bay Road

Jan Gow will give a talk on Genealogy

Are You An Active Member

Are you an active member?
The kind that would be missed,
Or are you just contented
Your name is on the list.

Do you attend the meetings
And mingle with the flock?
Or do you simply stay at home
Then criticize and knock?

Do you take an active part
And help the work along?
Or are you satisfied to be
The kind that just belong?

Do you push the cause along
And really make things tick?
Or leave the work to just a few
And talk about the clique?

Think it over, member,
You know the right from wrong.
Are you an active member,
Or do you just belong?

Keeping in mind our Chairman's comments "From the Chair" column, please seriously consider if you could make yourself available for nomination for any of the vacant positions.

Remember "If it's going to be it's up to me"

Course Schedule for June 2009

Computer Maintenance and Security for WindowsXP

Six 2-hour classes for \$30

Graham Wright, 2-4 Wed, May 20, 27, Jun 03, 10, 17, 24

Files Management for Windows XP and Vista

Six 2-hour classes for \$30

Graham Wright, 2-4 Tue, Mar 31, Apr 07, 14, 21, 28, May 05

Word Processing Workshop

Two 2-hour classes for \$10

Liz Watson, 10-12 Tue/Thu, May 05, 07

For a detailed description of all courses and comprehensive information on how SeniorNet can assist you, go to the SeniorNet website www.sneb.org.nz

Courses to be scheduled as needed

Camera Selection

One 2-hour class for \$7

Digital Picture Transfer Workshop

One 3-hour class for \$5

Email Revision

Two 2-hour classes for \$10

Excel

Seven 2-hour classes for \$30

Excel Graphs

One 2-hour class for \$5

A two hour study of graphs using Excel 97-2003

Genealogy

Two 2-hour classes for \$20

General Revision

One 2.5-hour class for \$5

Greeting Cards Discussion Group

Six 2-hour classes for \$30

Greeting Cards Workshop

One 3-hour class for Free

Internet

Four 2-hour classes for \$20

Making Videos with Vista

Six 2-hour classes for \$30

Photo and Image Editing

Six 2-hour classes for \$30

PowerPoint

One 2-hour class for \$5

Publisher 2003

Six 2-hour classes for \$30

Scanning

Five 2-hour classes for \$30

TradeMe

Two 2-hour classes for \$10

Windows Vista Workshop

One 2-hour class for \$5

Word Processing Revision

Two 2-hour classes for \$10

Question & Answer Group @ 106 West Tamaki Rd 4th May & 1st June 2-4pm

Eddie Hagen assisted by **John Richards & Wayne Power** look forward to discussing with you any questions/problems you may be experiencing with your **Computer, Camera or Photo-editing**. Members really enjoy and learn much from these informal sessions

Possible Winding Up of SeniorNet Eastern Bays

SeniorNet Eastern Bays has reached a crisis point where some hard decisions need to be taken by the membership.

- Apart from one year since its inception membership has steadily fallen until at the end of the 2008/2009 financial year the membership stands at approximately 200. Of these the majority are long term members who participate very little in our activities. This section of our membership is slowly decreasing through deaths and old age.
- The new members are getting fewer and fewer each year in spite of efforts to attract new members.
- The number of tutors who are available to teach new members is steadily declining as tutors move to other parts of New Zealand. Others are discouraged after many years of teaching, and declining ability of students to learn computers, and are resigning as tutors. By the end of this year we will have about 6, or less, tutors willing to teach a subject.
- The task of finding speakers is getting harder and the interest of the members in attending the meetings, which the speakers address our membership, has fallen down to about 30 members, out of a membership of 200.
- After 3 years of chairmanship I also am in need of relief from the burdens and have informed the membership that I will not be available for re-election to any post.
- Our AGM and election of new officers is on June 17th, 2009 and as yet there is no-one willing to take over responsibility for the club and it is unlikely that many will be willing to continue on the committee which has been operating with 7 members, including the chairman, for some months. Efforts to attract committee members have been very difficult and mostly fruitless work. The capable people who have been approached are unable to spare the time from their very busy lives to take on extra responsibilities.

If, as is very likely, no persons step forward to take over the running of SeniorNet Eastern Bays we will have to look at winding up the society.

All of this is sad as SeniorNet Eastern Bays is in a very sound financial position with 9 computers just 2 years old and 6 at 6 years old; the newer computers have both Vista and XP operating systems installed with a RAM of 2 Mb. We have sundry furniture, such as computer desks, a cupboard and tables, a very good projector and 2 screens. Besides this we have cash reserves of approximately \$40,000 - \$50,000.

- It is important for us to make our decisions soon as at November 1st, 2009 our 2 year lease is due for renewal and any notice not to continue with the lease has to be given to the landlord by October 1st. At \$24,000 per year it becomes important to make our decisions now.

The three options being considered are:

- 1) To continue with our Learning Centre with improvements such as reducing subs and course fees, running more short courses or classes, polling the members for courses that they would like to have, train more tutors (details to be researched and decided by the steering committee).
- 2) Discussion Group type Workshops but no structured courses, held each month or more often and no leased rooms but hiring a venue for the meetings with a storage cupboard for a minimum of equipment such as a Laptop Computer or two, Projector and screen, etc (details to be decided by the steering committee).
- 3) Scaling down to a smaller learning centre and holding less formal lessons (details to be decided by the steering committee).

Option 2 will probably be the option that the Steering Committee favour. Details will be notified in the June Newsletter

Eddie Hagen
April 23rd, 2009

SeniorNet Eastern Bays

Nominations are now being called for officers and members of the committee of SeniorNet Eastern Bays for the year June 2009 to 2010. If you would like to propose anyone for any position please ensure the nomination has a seconder and is accepted by the nominee. It is acceptable for a member to nominate themselves. It is also acceptable for a person to be nominated for both an office and for the committee, although only the more senior position can be held at one time. Nominations should be in the hands of the Secretary by 4 pm on 12 June 2009.

Office (Chairman, Secretary, Treasurer or Committee):

Name of Candidate:

Proposed by: Secoded by:

Nomination accepted by (Nominee):

Further Nomination forms can be obtained by leaving a message on the voice mail Ph. 578 0994

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Tips, Questions & Answers

Q. *If I receive an email with an animated picture, how do I forward it to a friend?*

A. If the email is open click on the Forward button on the toolbar. If not, highlight the heading of the email in your Inbox and click on the Forward button on the toolbar. Put the new recipient's address in the address bar, highlight all text (you will need to do this in pieces so that you do not highlight the picture) and click the Delete button on the toolbar.

To start typing above the picture hold down the Ctrl key on the keyboard and press the Home key.



Tip. If you find a picture in an email or on the internet that you would like to save to your My Pictures folder, Right-click on it and then click on "Save Picture as". Your My Pictures folder will open and you can change the name if you wish. Click on OK and it is there. Try it!

Q. *In the February/March Newsletter there was an item showing how to make a buzz when the Caps Lock key is inadvertently pressed. How do I change the capital letters that I have already typed to small letters without retyping the affected lines?*

A. Highlight all of the letters that you wish to change. Click on Format in the Menu Bar. Click on Change case. Select the function you want and click on it. Voila! It's done!

Q. *In Word, how do I change the language from English US to English New Zealand?*

A. On the grey status bar at the bottom of the screen you will see the English US beside the picture of the dictionary. Double-click on that (with the left mouse button) and a list of all of the languages will appear in a dialogue box. Select English New Zealand and then click on the Default button at the bottom of the dialogue box. Then click on OK. The language should be English New Zealand in all new documents.

Q. *How do I change the font permanently, in Word?*

A. Click on Format in the menu bar and then click on Font. Select the font that you want, size, style, colour and any other effects. Click on the Default button and then OK. It's done!

Q. *How do I change the font in Outlook Express?*

A. Open Outlook Express. Click on Tools, then Options and then Compose. Change the font settings by clicking on the Font Settings button and selecting the font, style and size that you want. Click on OK, then Apply and OK.

Q. *When sending a picture by email how do I resize it so that it is of a size suitable for emailing?*

A. If you are using XP Home version, Open My Computer/My Documents/My Pictures. Select the picture that you want to email. As you do this the Task Pane on the left will show a list of tasks. Select Email this file. A dialogue box will open:



Click on Show more options in the bottom left corner and the dialogue box will look like this.

Make your selections and click on OK. Your default email program will open ready to insert the recipient's address and your message.