

# SeniorNet

Eastern Bays Inc



November 2007

Rooms: 106 West Tamaki Rd

Phone: 578 0994

www.sneb.org.nz

## Who's Who

Chairman	Eddie Hagen	528-0332
Treasurer	Rick Scott	521-5150
Course Manager	Doreen Kee	575-6569
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

At our monthly meeting last month Claire Vial enchanted us with a talk of her life conducting safaris to Africa. She showed us her camera equipment and discussed it with us. The photographs she showed us of the wild animals her clients encounter were most impressive. Our webmaster, Wayne power, has included on our website a fuller coverage.

Sue La Roche has put together a set of course notes for Computer Awareness using Vista. With the two computers in the middle room, our laptop and Sue's own laptop, all of which have Vista installed, she can teach up to three students. Any members wishing to join Sue's course leave a message including your name and 'phone number on our voice mail (number above). We expect to be installing Vista on our computers in the Left room in February.

From SeniorNet Papakura we have received a copy of course notes for Vista and Word, Office 2007. We are permitted to copy these notes off for use in our own courses. To Papakura we are most grateful.

In March or April we are to hold another Open Day. We would like to make a few posters and a sandwich board for advertising this, and later events, and SeniorNet Eastern Bays. If we have amongst our membership a signwriter or someone who may be able to acquire for us advice and perhaps supply of these items would they please contact Daphne Wood, email: [dmow@xtra.co.nz](mailto:dmow@xtra.co.nz)

One of the things constantly on our minds is, 'How do we ensure that our members who are students in our classes learn to use computers better?' Unfortunately the vital ingredient that is too often missing is students putting the practice in; in other words, doing their homework. Any human forgets, within 24 hours about 80% of what they learnt in the classroom that day. As each day goes by without practice we forget more and more. At our age the forgetting must be far greater. So, in all of our courses, practice from the course notes, that same day and practise again from the notes 24 hours later. Wouldn't it be wonderful if all of our students became expert in the techniques for which they have taken a course? Doing their homework is the way!

We wish all of our members, enjoyment of these short spells of summer weather. Let's all hope that we experience much more of the same (with showers for the garden during the night, of course).

*Eddie*

## Monthly Meeting

21<sup>st</sup> November Wednesday 10-11am

**SPEAKER**      *Ailsa Leach*

St Heliers Church & Community Centre

100 St Heliers Bay Road

*Marketing Manager for Microsoft*

Ailsa helped launch Microsoft's new operating system Windows Vista Office 2007. An interesting talk as there are quite a few problems which Vista has presented to all new computer users

Ailsa will also touch on Microsoft One Care – a new anti – virus software with security backup benefits.

## Course Schedule for Nov – Dec 2007

### **Camera Selection**

One 2-hour class for \$7

John Richards, 2-4 Mon, Nov 26

A seminar on how to select a camera in terms of specifications, reliability pricing and other important factors.

### **Computer Awareness**

Six 2-hour classes for \$30

Judy Iggo, 10-12 Mon/Fri, Nov 05, 09, 12, 16, 19, 23

Hugh Spencer, 2-4 Tue/Thu, Nov 06, 13, 15, 20, 22, 27

Ross Smith, 2-4 Mon/Fri, Nov 26, 30, Dec 03, 07, 10, 14

This course is especially designed for those who are new to computing or who have little experience with computers. It is intended to introduce you to the basic skills required and to Word Processing using the "Microsoft Word" program. It covers Windows 95, 98, ME and XP users.

### **Computer Awareness Vista**

Six 2-hour classes for \$30

Sue La Roche, 2-4 Mon/Wed, Nov 12, 14, 19, 21, 26, 28

This course is especially designed for those who are new to computing or who have little experience with computers. It is intended to give the student a thorough introduction to all the facilities contained in Microsoft's latest operating system Windows Vista.

### **Computer Maintenance and Security**

Six 2-hour classes for \$30

Graham Wright, 10-12 Wed, Oct 31, Nov 07, 14, 28, Dec 05, 12

This course teaches you how to run your computer better, faster, safer and more securely. The course does not involve working on the hardware. Software programs built into the Windows system are used.

### **Email**

Six 2-hour classes for \$30

Shelagh Coop, 10-12 Tue/Thu, Oct 23, 25, 30, Nov 01, 06, 08

This course is designed to help people with a basic knowledge of common computer procedures to use e-mail with the program Outlook Express.

### **Excel**

Six 2-hour classes for \$30

Eddie Hagen, 2-4 Tue/Thu, Nov 13, 15, 20, 22, 27, 29

This course is intended to give the student an understanding of the basic skills required to create, edit, save and print spreadsheets using the MS Excel program which is in wide use in the commercial sector.

### **Files and Folders**

Six 2-hour classes for \$30

Graham Wright, 2-4 Wed, Oct 17, 24, 31, Nov 07, 14, 21

This course covers the Windows folder structure and management of files using the Microsoft file management programme called Windows Explorer.

### **Genealogy**

Two 2-hour classes for \$20

Neville Salisbury, 2-4 Thu, Nov 01, 08

An introductory course of two classes and two field trips, in a subject much sought after by grey-headed students.

### **Internet**

Six 2-hour classes for \$30

Annette Bierre, 10-12 Fri/Mon, Nov 09, 12, 19, 23, 26, 30

An introduction to the World Wide Web. This course, based on Internet Explorer, explains the Internet and the use of search engines.

### **TradeMe**

Two 2-hour classes for \$10

Annette Bierre, 2-4 Tue/Thu, Dec 04, 06

Learn how to navigate around the TradeMe web-site, the procedures for registration, buying and selling.

### **Word Processing**

Six 2-hour classes for \$30

Liz Watson, 10-12 Tue/Thu, Nov 06, 08, 13, 15, 20, 22

This course takes the student further into the powerful program Microsoft Word following on from the Introductory Computer Skills course. It does not, however, purport to cover all aspects of the MS Word program.

## The following courses to be scheduled as needed

### **Email Revision**

Two 2-hour classes for \$10

Students may join this class to practice revision of email routines.

### **Photo and Image Editing**

Six 2-hour classes for \$30

An introduction to photo-editing and enhancing.

### **PowerPoint**

Four 2-hour classes for \$20

Learn to use Powerpoint to design attention-grabbing presentations

### **Publisher 2003**

Six 2-hour classes for \$30

A course based on Publisher 2003 covering various aspects of creative computing.

### **Scanning**

Six 2-hour classes for \$30

The course is an introduction to scanning for photocopying, processing photographs and optical character recognition - converting printed paper text into digital form, such as MS Word documents.

### **Texting**

One 2-hour class for \$10

Learn how to use the texting facility of your mobile phone! Text your grand-kids!

### **Word Processing Revision**

Two 2-hour classes for \$10

This is a short course revising the "Microsoft Word" skills learned in the Introductory and Intermediate Computer Skills courses.

## Discussion groups – at the club rooms All Welcome – no charge

### **Photo and Camera Discussion Group**

John Richards, 2-4 Mon, Nov 19

John Richards, 2-4 Mon, Jan 21

John Richards, 2-4 Mon, Feb 18

A 2 hour discussion forum usually held on the third Monday of each month from 2-4pm

### **Question and Answer Discussion Group**

Eddie Hagen, 1:30-3:30 Mon, Dec 03

Eddie Hagen, 1:30-3:30 Mon, Feb 04

Eddie Hagen, 1:30-3:30 Mon, Mar 03

## **Auckland and Northern Regions Representatives Meeting**

Every 6 months representatives from the Seniornets in the Auckland Region get together to discuss common interests. Recently, by instruction from the NZ Federation of SeniorNet Societies, the Hibiscus Coast and Warkworth SeniorNets have been moved to be part of the Northern Region. For this 6 monthly meeting the Warkworth SeniorNet offered to host a combined meeting of Auckland and Northern SeniorNets.

As usual the meeting was lively and most interesting. The main topic was the introduction of MS Vista and Office 2007. A couple of SeniorNets in our region have put together course notes which they are making available to any Seniornet that would like a copy. It is in these ways that Seniornets benefit from the fellowship of other SeniorNets. It is by these examples of the more advanced SeniorNets that we learn of the standards to which our own SeniorNet needs to advance.

The report by The Federation's Executive Officer, Grant Sidaway, discussed the Tertiary Education Commission's cutting the funds that it promised and The Federation's efforts to get the original promises honoured. The discussions between The Federation and TEC continue.

It was pointed out by the Chairman of one of the more successful SeniorNets in the Auckland Region that the greatest strength of most SeniorNets is the social side. If any of our members agree and have ideas on how we could improve this side of our SeniorNet perhaps they would reply to this email giving their views and we will ask our committee to apply themselves to it.

SeniorNet Papakura has offered to host a tutor training session on how to teach Vista and Office 2007, for tutors from the various SeniorNets in the Auckland Region. This is to be in February. It is hoped that most of our tutors will take advantage of this offer.

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We have had the DVD/CD drives on all of the computers in the Left and Middle rooms changed. These computers, which we purchased in March, have never had the DVD/CD drives working satisfactorily and after discovering the problem with Computer 9, we investigated all of the other new computers to find all had faulty drives. On finding a day when no classes were booked and arranging with PB Technologies to replace the remaining faulty Pioneer drives with the same LG brand drive that has been satisfactory in Computer 9, under guarantee, your Chairman disconnected them all, put them in his car, all 7 of them, and took them over to Penrose. The drives were efficiently replaced while the Chairman waited then loaded into his car again for the return journey. Reconnection appears to have been satisfactory so, hopefully we are in possession of fully functioning computers.

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Warrick Bain, one of our members, asks us to display the following:

### **GARAGE REQUIRED**

**GARAGE WANTED URGENTLY FOR LONG TERM TRAILER BOAT STORAGE**

Boat is not used much and I would like to have it under cover. References available.

**\$100 PER MONTH PAID QUARTERLY IN ADVANCE**

**KINDLY PHONE MARGARET OR WARRICK @ 575 7780**

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**Our Question and Answer session, on Monday 5<sup>th</sup> November, was well attended and lively. Not only does this session highlight the fact that computers continue to give their owners trouble but that they are a never ending source of interest and perhaps --- well, maybe, a constant source of entertainment.**

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**Disclaimer**

Some of our club members who have specialized computer knowledge voluntarily give help to those with computer problems and also give advice about purchasing computers etc. It is essential that SeniorNet members are aware that such help and advice imposes no responsibility or liability on those members who provide such help and assistance or on SeniorNet Easter Bays