



# SENIORNET WARKWORTH INC

Member of the Federation of New Zealand SeniorNet Societies Inc.



## NEWSLETTER

July 2011

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### From The Chairman

In our 2-hour Learning Modules in the current Term 3 we have covered some of the new Windows 7-based programs relating to Cloud Computing – Windows Live Mail, Live SkyDrive, Live Photo Gallery, and even Internet Explorer 9. Some of these have only been released in the market in the last few months which means that as a SeniorNet member you are able to keep abreast of the latest in computing.

Recently, our Technical Manager introduced our tutors to the new operating system Windows 8 and the new Office 365 program. Both of these are moving us even closer to Cloud Computing which then produces further challenges for our few course-creators and our tutors who need to become familiar with new developments. Why should we change? You can be assured that these applications will be offered in all the new computers being sold at retail level. The older (current) programs will disappear. And change is not confined to the Windows series as Apple have also just released a new operating system – Lion OS X 10.7 incorporating even more innovation that we have come to expect from Apple. These more complex applications demand faster processors which in turn puts more demand on the need for faster broadband.

The technology is advancing in New Zealand much faster than our ability to provide reticulation of fibre-optic cable even though more works contracts have recently been announced. So the practical downloading of movies and other Internet services direct to your TV's Blu-ray player might still be a little way off. With social networking sites such as YouTube, Facebook, Flickr, and Twitter gaining rapid popularity the integration with Cloud Computing is obvious, particularly when smart-phones and wireless communications are brought into the mix. Talking of smart-phones, the standard of built-in camera has improved greatly and might even foreshadow the demise of the humble digital camera.

Even though our social and moral standards are frequently questioned, you will agree that our standard of living is improving, pushed along by changing technology. I often reflect on the developments that have occurred since I was involved in international business 30 and 40 years ago – none of these gadgets or facilities even existed. The rate of change is accelerating exponentially and it is our job to enable our members to keep up with the play. We do this through our courses, workshops, 2-hr Learning Modules, and our monthly Help Clinics – use them all. Look closely at the programmes that we have scheduled elsewhere in this Term 4 newsletter and resolve to keep involved – your grandchildren will admire and respect you for it! But if there is any field that you think we should be putting more effort into, please feel free to contact me direct ( [garrya@paradise.net.nz](mailto:garrya@paradise.net.nz) ), or suggest it to your tutor.

How can you ever say about computing – “I know it all”?

Garry Atkins, Chairman


## It takes forever to start up!

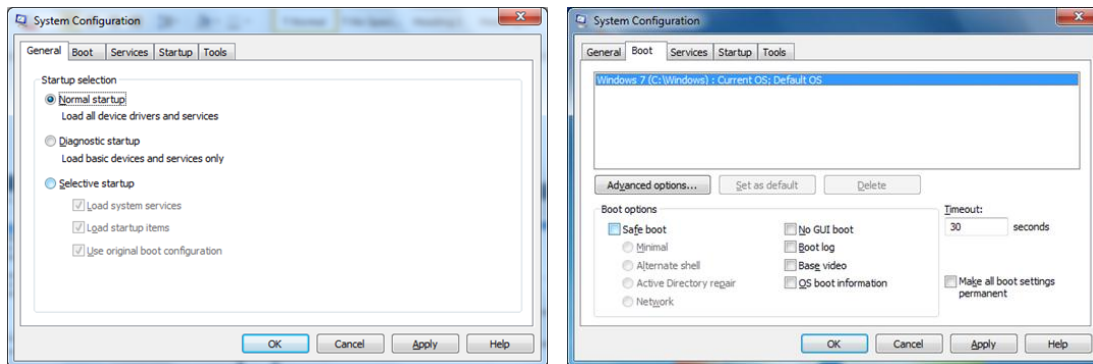
Do you wish it did not take so long for your PC to start up when you switch it on?

Mine used to take so long I would go away and do something else, like make a cup of coffee, while I waited. It was often a race to see whether the kettle would boil first or the computer sing its start-up song to me. Frequently the kettle won. Of course you could always do something cunning like half fill the kettle.

Then I discovered the **Microsoft System Configuration** utility. This works in all flavours of Windows from Windows 98 on, though strangely it was missed out Windows 2000. However all is not lost - it can be downloaded for Windows 95 and Windows 2000. In the incomprehensible logic that Microsoft uses it is renamed in later versions as just 'System Configuration'. And to confuse the issue further, the things you can do with it differ in the different versions of Windows. Now why don't they stick to their knitting like another well-known outfit does?

Whatever, I am going to tell you about one real time saver built in to all the versions. When Windows starts up, it loads a **Boot Manager** which allows you time to choose between multiple operating systems (OS), if you have more than one OS on your computer. You may have seen this at SeniorNet where we have Windows XP, Windows Vista, and Windows 7 on the computers, and you can choose which one is to be loaded. Of course most of us have only one OS, so it is not really needed.

Click on the **Start** button , and type **msconfig** in the search box (in Windows XP choose **Run** and type it there). This brings up the System Configuration utility. Choose the **Boot** tab



See how the default timeout is set at 30 seconds? Change this to **5** seconds, click **Apply**, and **OK**. Now next time you switch your computer on you will have saved yourself 25 seconds in the time it takes for your computer to boot up. That was dead easy wasn't it?

Neville Fursdon  
Technical Manager

## TERM 4 OPEN DAY

Each term we provide an opportunity for the public to come along to gather information on our SeniorNet and the lessons and facilities that we offer. If you know of any friends who are "thinking about a computer" or up-skilling to the newer programs let them know that our Term 4 Open Day is on **July 19 at 2.30 p.m.** They are most welcome to drop in then to gather information, join up, or book a course for the term starting on the week of August 8 for 8 weeks. If they are unable to call in, have them phone Judy on 422 3728 for any information. Members are also welcome to discuss courses at this time.

## LIKE US TO REPEAT A WORKSHOP OR LEARNING MODULE?

Perhaps you have missed a particular Monday or Wednesday (Mac) Workshop, or a 2-Hr Learning Module and would like it repeated. Make sure that you let Judy know on Ph. 422 3728 and she can take note for a future opportunity. You will probably be aware that you can also repeat a complete 4, or 8-lesson course for a significant saving because you are using your existing teaching material.



## How safe is on-line banking?

Well actually fairly safe – provided you take some simple precautions. Possibly as safe, or safer, than using an ATM, or sending a cheque through the mail. Even carrying a bag of cash to the shop you could fall prey to a handbag snatcher.

On-line commerce seems to be the way of the future, and you had better get used to it. Fortunately good security is available and we tell you how to get it.

Being able to purchase things via our computers and have it delivered to our front door is very convenient and cost effective. The trend is for this to become much more widely used as petrol prices rise, particularly for those who live far from the big stores. The problem is the potential to expose you to hackers who seek to steal your more sensitive data such as your credit card details

and passwords - and this is not confined to desktop PCs – mobile phones, tablet computers (e.g. Android devices) are the new targets. They do this by planting software from a dodgy site that logs your keystrokes, or steals your stored passwords.

**The first step** is say NO when a browser asks if you want it to store your password.

While Mac computers are not attacked by PC viruses, and there are a number of reasons for this to do with the underlying code and the registry structure, some say there is potential for applications (like Microsoft Office) to carry malware. Whether you go the next step and install security software depends on your point of view.

The Apple Store on the Apple website lists Norton Antivirus 11 for Mac and says this :

*'Apple Recommends For Giving your Mac even more protection from viruses, worms and similar software threats. Now you can have even more safeguards against viruses with Norton AntiVirus 11. It offers automatic protection against the latest threats with set-and-forget convenience via fast, continuous updates.'*

**The second step** for PCs is to use a security application. The two top all round performers are Norton Internet Security 2011 (\$100) and Kapersky Internet Security 2011 (\$131). This is for 3 computers.

**The third step** is to use a dedicated browser for online banking, and use a different one for everything else. This is because malware usually works through a browser.

Rich Mogull, a noted security expert has this to say: *"My first line of defense is to use different Web browsers for different activities. That way, even if an attacker compromises a Web forum that I log in to, he or she can't cross over from there to attack my online banking, because I use a separate browser for that." ...." Internet Explorer 8 on Windows 7 is very secure—especially because I don't use it to visit any Web sites other than my banks".*

*"I use Firefox" (3.5 configured with the NoScript and Adblock Plus plug-ins) "for general browsing and commerce sites such as Amazon, but I don't use it for sites where I'll have to enter extremely sensitive personal information"*

**The fourth step.** Change your banking password often. Use 14 characters of a random mixture of letters, numbers, and symbols. Don't write it down, commit it to memory. Banks use https:// in the address bar ('s' for secure) with a locked padlock, and 128 bit encryption, which is about as secure as it gets.

**What do I do?** I use IE8 in Windows 7 for banking. For general browsing - Google Chrome on the PC, and Safari on the Mac. I have two credit cards, the one I use for on-line purchases is limited to \$500.

Neville Fursdon,  
Technical Manager

## MONTHLY HELP CLINIC

This free service is available to current members to assist them with their own individual problem, whether Mac or PC, Desktop or laptop, whether a practical 'doing' problem or a technical matter, something in a lesson that you found difficult, or even guidance on what to look for when buying a new computer. Our next Help Clinic is on July 12, followed by one on August 16 (when we anticipate the TelstraClear Team to be available to answer your questions on broadband plans, phone accounts, etc.). And another regular Help Clinic on September 13. All start at 2.30 p.m. and there is no need to book. If you need guidance on these clinics contact Mel Woodley (Mac) on 422 2605, or Keith Hopner (PC) on 425 4663, otherwise we'll see you there!

## TERM 4 MONDAY WORKSHOPS (all 2.30 p.m. start):

DATE	TERM 4 WORKSHOP TOPIC
08 Aug	Proshow Gold, the exciting new slide-show program (N) You'll love the results in this slide show facility
15 Aug	Computer Maintenance (R) Every term we hold a must-know maintenance workshop. Watch email for details.
22 Aug	Cross Stitch Patterns from Photos (N) You can now proudly turn a photo into a cross-stitch picture
29 Aug	Scanning Slides with Veho and Windows 7. Those with Win 7 can now use Veho
05 Sept	Talking to your Computer with Win 7's Speech Recognition (N) Simply talk, Windows 7 does the typing!
12 Sept	Understanding the Menus and Icons on your Digital Camera (N) Understand what they are all saying
19 Sept	Cool things to do with Windows 7 (N) This operating system offers many 'extras' that we should all learn.
26 Sept	Retouching your Photos (R) Learn the many ways that your photos can be simply improved with retouching

As space is limited and to assist in our organisation we prefer you to register as it ensures adequate hand-out notes are available. Call Judy on Ph. 422 3728 up to 24 hours before the start of the workshop.

## TERM 4 2-Hr LEARNING MODULES:

Registering for these 2-hr Learning Modules is necessary because we need to ensure adequate tutors -

DATE	TERM 4 2-Hr LEARNING MODULE
11 Aug	Slide Shows With Photo Story 3 - Basic Features (N) This is a new module to step you through Photo Story
18 Aug	Slide Shows With Photo Story 3 – More Advanced Features (N) With basic information we will advance
25 Aug	Using the Versatile New Paint in Windows 7 (N) Paint has changed greatly and offers many more features
01 Sept	Brighten Your Letters Using ClipArt (R) We repeat the popular ClipArt that can smarten your correspondence
08 Sept	Accessing & Using The New Web-based Email Accounts (N) These are all that you need when travelling
15 Sept	Getting Started in Email Using Windows Live Mail 2011 (R) Understanding Live Mail is gaining popularity
22 Sept	More Useful Features in Windows Live Mail 2011 (R) After Getting Started you'll want to know more
29 Sept	Make More Use of Headers & Footers in Word (R) Many experienced users don't know how to use these

## **Welcome** to the following new Members -

Bill Yester, Stuart Stone, Piers Burney, Pam Stone, Olga Yuretich, Sally Swift, Cornelia Theilman, Pam Dun, Karle Graham, Len Thompson, Gordon Rowntree, Sylvia Diprose, Heather Pearce

## LIKE TO PUT SOMETHING BACK INTO SENIORNET?

I have often said that the best way to learn and remember your computer or any program is to tutor it. I am holding another talk "Why Tutor?" on **Monday July 18** at 2.30 p.m. Some members spoke about not being able to attend the one I held about a month ago, so I'm repeating this opportunity for you to understand the broad principles behind SeniorNet tutoring and so that you can question me without any obligation. It is an information session of around 2-hours. If the SeniorNet sharing philosophy that is tutoring appeals to you and you would like to know more – come along whether Mac or PC oriented. However, I would appreciate an email just to say that you will be there - [garrya@paradise.net.nz](mailto:garrya@paradise.net.nz)

Maybe you don't feel up to tutoring, because it doesn't suit everyone, but would still like to return something to SeniorNet in some way you are also welcome to come along to find out about us, or you can contact me anytime. The talk is without any obligation until you feel that you want to take the next step. Think of it as similar to a Right-click of your mouse (Remember, the Right-click ASKS; the left-click TELLS). I hope to see you there.

Garry Atkins.

## MAC USERS GROUP – Coming Up:

We have been running a 4week x 2hour “Getting started with Macs” course this year.

In Term 4 (commencing early August) we plan to again run the 4-week “Getting Started with Your Mac” course on Friday mornings from 9am to 11am if there is sufficient interest. It will be limited to 4 attendees.

On Wednesday afternoons from 2.30 to 4.30pm we hold Mac Workshops on a variety of topics.

We still have two Workshops yet to run in **Term3**:

Wednesday 20 July – Neoffice and LibreOffice

Wednesday 27 July – Spreadsheet programs – Apple’s Number and Microsoft Excel

These Workshops will consist of a tutorial with exercises on the four Mac computers available for student use. We will limit the number of students to 8 for each Workshop and two students will be allocated to each computer for the exercise part of the Workshop.

In **Term 4** we plan the following workshops:

DATE	TOPIC	COMMENT
10 Aug	Lion – Mac OS X 10.7	An introduction to the features in the latest OS X – Lion (OS X 10.7)
17 Aug	No Mac Workshop	
24 Aug	Troubleshooting your Mac	How to solve the common problems that arise in OS X
31 Aug	Fine-tuning your Mac	Getting the best out of OS X on your Mac computer
07 Sep	Backing up your Mac	Alternatives to saving your data in the event of loss or disc failure
14 Sep	No Mac Workshop	
21 Sep	Mac OS X Utilities	All about the Utilities found in your Applications folder
28 Sep	OS X refresher- Email	A refresher on email with emphasis on the Apple Mail application

Please register for the Mac Workshops, or for the 4-week "Getting Started with Your Mac" course with our Course Co-coordinator, Judy Wane ( Ph. 425 4327, email [juwan@clear.net.nz](mailto:juwan@clear.net.nz) ) or with Mel Woodley (Ph. 422 2605, email [melwoodley@gmail.com](mailto:melwoodley@gmail.com)).

The cost of each Mac Workshop is \$5 per student which will be collected at the start of the session.

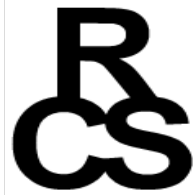
A reminder to the Mac people that we will be in attendance at the **Help Clinics** in the event that you have any issues that you would like assistance with – we can use either your portable or the Mac Mini’s.

## **Make your Photos bigger**

If you want to show your photos off at their best you need to show them at full screen size.

We all know the maximize button in windows makes the pictures full screen, but it still shows a header at the top and a windows bar at the bottom. Here’s how to fill the screen with your Photo without showing those annoying bars.

- Open any Photo using windows Explorer or Windows Media player
- In Windows 7 and Windows XP, click the **F11** key at the top of your keyboard.
- The photo or video image enlarges to its maximum size and the title bar and taskbar are hidden.
- You can then use the left and right arrow keys to page through your full screen photos.
- To undue full-screen mode and restore the window to its normal view, press **the Esc (Escape)** key at the top left of your keyboard



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