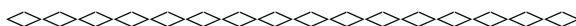




you have the internet) the office, the road – anywhere in the world there's a web-connected computer. Most internet cafés are used for this propose.

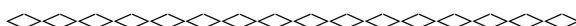
Wednesdays class at 1pm to 2.30pm has tuition on internet and email. George Bell will assist you in signing up to a free email account and explain the many benefits of having an email account in this electronic mail service age.



Many of us that went to school in the 1940s and 50s had access to or used a typewriter. Hearing the bell as the type reached the set line length and pushing the carriage return back to advance to the next line was second nature. Now computers do this automatically and even check our spelling and grammar.

Computer word processors have more functions than the simple typewriter and catching up with this modern technology can be time consuming. The *Wednesday and Fridays* class has tutoring on using a word processor. The great advantage of word processing over using a typewriter is that you can make changes without retyping the entire document. If you make a typing mistake, you simply back up the cursor and correct your mistake.

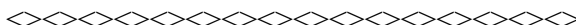
### Wednesdays class at 1pm to 2.30pm.



### Weekly Schedule for Computer Courses

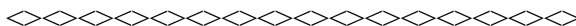
<b>Mondays 9.30am to 11am Beginners &amp; do your own thing 11.00 am to 12.30 pm Graphics (Digital Editing).</b>	<b>Tuesdays 9.30am to 11am Beginners &amp; do your own thing 11.00 am to 12.30 pm Graphics (Digital Editing).</b>
<b>Wednesdays 9.30am to 11am Beginners &amp; do your own thing.</b>	<b>Thursdays: 9.30am to 11am Beginners, Card Making and do your own thing.</b>
<b>Fridays: 9.30am to 11am Beginners &amp; do your own thing.</b>	

Visit the clubs web page for training courses ..... [www.users.on.net/pvscc/training.htm](http://www.users.on.net/pvscc/training.htm)



The continuing growth in digital photography, and digital imaging in general has taken over the film camera industry. The advantages of using digital photography is that you can edit your photos with the use of software like 'Paintshop Pro8' to fix, crop or manipulate images. Bert Foster's class on digital imaging and editing is a must for anyone with a digital camera.

**(Digital Editing class). 11.00 am to 12.30 pm Mondays and Tuesday s.**



Interesting new software loaded onto club computers is 'Google-Earth'. This program will take you to any part of the world. Most cities you can zoom down to and locate streets and land marks like the thumbnail images below. This is a 3D interface to the planet, combining satellite imagery, maps and Google Search to put the worlds geographic information at your fingertips. Imagery and 3D data depict the entire earth - Terabytes of aerial and satellite imagery depict cities around the world in high-resolution detail. **Please note, Windows XP, Broadband, CPU speed: Intel® Pentium® P4 2.4GHz+ or AMD 2400xp+ Required to use this program.**

			<p>You can down load a copy for free. Note ∴ 11 meg in size.</p> <p><a href="http://earth.google.com/">http://earth.google.com/</a></p> <p>Come along to the club and try out the software,</p> <p>It's a lot of fun.</p>
<p><b>Penrith</b></p>	<p><b>Parramatta</b></p>	<p><b>Tokyo japan</b></p>	



# Coffee Break

Question on Software or Operating system.

## Windows Key Shortcuts

Does your keyboard have this cute **Windows Key**? Here are some keyboard combos you can use:

From Windows 95 to the latest Windows XP, most Keyboards have the Window Key shortcut key. Used with a combination of keys it provides useful shortcuts.

Key Combination	Shortcut Description
	<i>Opens the Start menu</i>
	<i>Open Windows Explorer</i>
	<i>Opens search files dialog</i>
	<i>Opens Windows Help</i>
	<i>Run dialog</i>
	<i>Opens the Utility Manager</i> <i>See text below.</i>
	<i>Opens search computer dialog</i>
	<i>System properties dialog</i>
	<i>Log Off Windows</i>



The Utility Manager is normally accessed from, **<Start><Programs><Accessories><Accessibility>**

**On-Screen Keyboard** is intended to provide a minimum level of functionality for users with mobility impairments.



**Magnifier** is a display utility that makes the screen more readable for users who have impaired vision.



**Narrator** is a text-to-speech utility for users who have impaired vision. Narrator reads what is displayed on your screen: the contents of the active window, menu options, or the text you have typed.