



Denrith Valley Seniors Computer Club Inc.
Club Newsletter

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Visit the clubs' web page for training courses www.users.on.net/pvscc/training.htm

Visit the clubs' web site www.users.on.net/~pvscc/index.html

Weekly Schedule for Computer Courses

Mondays 9.30am to 11am Beginners & Do your own thing. Tutor: Zillah Warner 11.00 am to 12.30 pm Graphics. Tutor: Zillah Warner	Tuesdays 9.30am to 11am Beginners & Do your own thing Tutor Bert Foster
Wednesdays 9.30am to 11am Using the Software (Gimp) Tutor Tom Lehane	Thursdays: 9.30am to 11am Card Making , Beginners and Do your own thing. Tutors Clare Dixon & Zillah Warner. Making a 'Scrapbook' using software, 11am to 12,30 PM Tutor Zillah Warner.
Fridays: 9.30am to 11am Memories to TV . Tutors John Windle, Norm Cobban: Beginners & Do your own thing. Tutor Alan Lees	Using Microsoft Office suite Fridays Tutor Jim Tiberi Class time 11.00 am to 12.30 pm

Do your own thing' means learn Word, Publisher and Excel or browse the Internet.



The Computer Club is holding its Annual General Meeting in August, start time 10.30am . All members are invited to attend to support the election of the

committee for 2010-2011 on **Wednesday 25th of August 10.30am**. Light refreshments, tea and coffee will be provided. It's also a chance to catch up with club members that have classes on different days to the one you attend.

Wednesday 25th of August

HEALTH WARNING

Purchased a new Microsoft keyboard last week and was surprised to find a 'Health Warning' notice.

It stated, "Use of a keyboard or mouse may be linked to serious injuries or disorders.

When using a computer, as with many activities, you may experience occasional discomfort in your hands, arms, shoulders, neck, or other parts of your body. However, if you experience symptoms such as persistent or recurring discomfort, pain, throbbing, aching, tingling, numbness, burning sensation, or stiffness, **DO NOT IGNORE THESE WARNING SIGNS. PROMPTLY SEE A QUALIFIED HEALTH PROFESSIONAL.**"

There was more to the health warning than whats listed above. Is this Microsoft worrying about your health or possibly been sued by someone

for damages for badly designed keyboard or mouse? I suspect the latter.

In the past there was no concern for office workers using typewriter for long hours.

2010 ASCCA Competitions

Entries for the 2010 ASCCA Club Members Competitions close at 4.00pm on Monday 30th August 2010.



The competitions of interest to members are...

Photo Story Video Competition.

Digital Photography Competition.

Creative Writing Competition.

Ask your mentor for information on how to enter. You will find entry forms on the attendance register table.



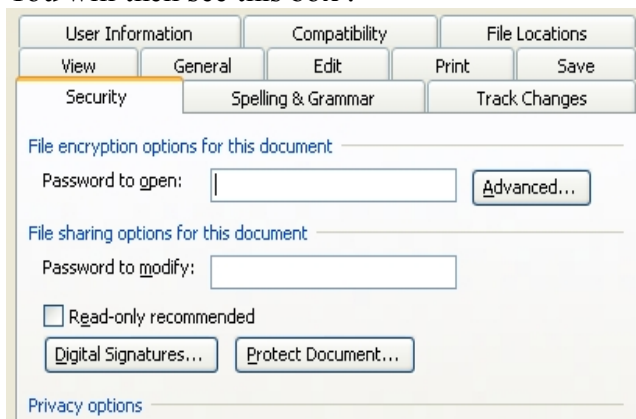
USB Flash Drive

USB flash drives are the king of portable storage devises. They are small and store large amounts of data. They are also easy to loose or forget to remove from the computer. The person who finds your USB drive has easy access to your data stored on the drive. Due to the way the drives saves your data, which is the redundant FAT

filing system of Windows 95 & 98, there is no easy way to password protecting your documents. If you are using a Microsoft Office Suite then you can have your documents password protected on your XP, Vista or Windows 7 computer. Then save them to a USB drive.

Here is the feature in Microsoft Word 2003 which allows you to add a password to your word documents. This is especially useful if the document is sensitive (such as a password list, bank details or a business proposal). If your computer is accessed by an unauthorised user, having passwords protecting your secret documents may just be what you need to maintain your privacy

Just open Word, go to the **Tools** menu, select **Options** and then select the **Security sub-tab**. You will then see this box :



Enter your desired password, enter it again to confirm then press the save button at the bottom. Now next time the document is opened, the user will be prompted for the password.

This is also the same for Excel and Power Point Presentations. You can now save the document to your USB drive.

You can also use a freeware program called, USB Safeguard it enables you to encrypt and password protect sensitive data on your USB drive. You can selected one or more folders to be encrypted and choose to securely delete the original (unencrypted) files with the built-in file shredder. The program also includes a handy Safe Browsing feature that allows you to launch Internet Explorer without leaving any Internet traces on the host computer. Other features include an on-screen keyboard for secure password input and free space wiping. USB Safeguard uses 256-bit AES encryption to protect your date. **The program is not installed on your PC, it runs directly from your USB pen drive.**

Web Address.....

<http://www.snapfiles.com/get/usbsafeguard.html>

Can I format my USB flash drive in NTFS?

Yes you can but you need to know your way around computers.

Purchased USB flash drives are ready to use devices. To make them compatible with older or other operating systems, the makers format the USB flash drive in the older **FAT** (file allocation table). This format was first introduced in 1980 for disk storage.

NTFS ("New Technology File System") is now the standard file system of Windows XP, Windows Vista and Windows 7.

This New Technology File System also allows for longer file names, disk **compression and file encryption**.

How to format a USB to a NTFS system.

Go to the Club's Computer tips web site.....

Coffee Break, address

http://www.users.on.net/~pvsc/coffee_break/coffee.html

Click button number 83

The instructions are in PDF file format. Easy to follow but not for the faint hearted.

Digital Scrapbook



The digital Scrapbook software has arrived and was installed on 9 computers on the last week of July.

Classes for the 'Digital Scrapbook' will start on Monday 9th of August at 1pm till 2.30pm



The computer club's annual Christmas party will be held on Tuesday 14th December in the dining room,

11am to 1.30pm. You will need to place your name on the participant list at the class

attendance table so organisers can provide for the numbers attending...

The Christmas Party is free.

Those who attended last years Christmas party will remember what a wonderful social event this is.

The articles and comments are not associated with The Penrith Valley Seniors Computing Club Inc. Articles are intended as opinions and items of debate only.

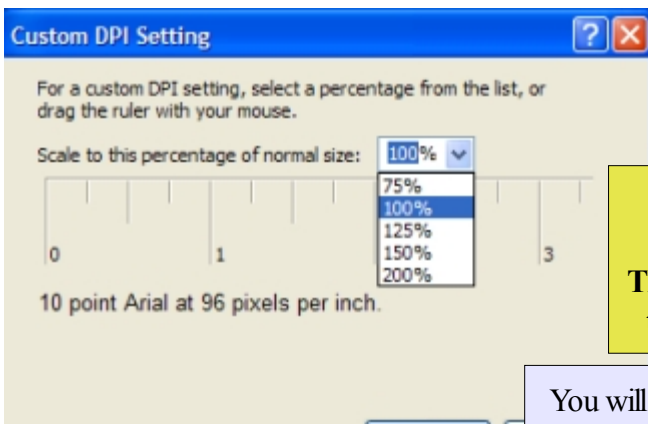
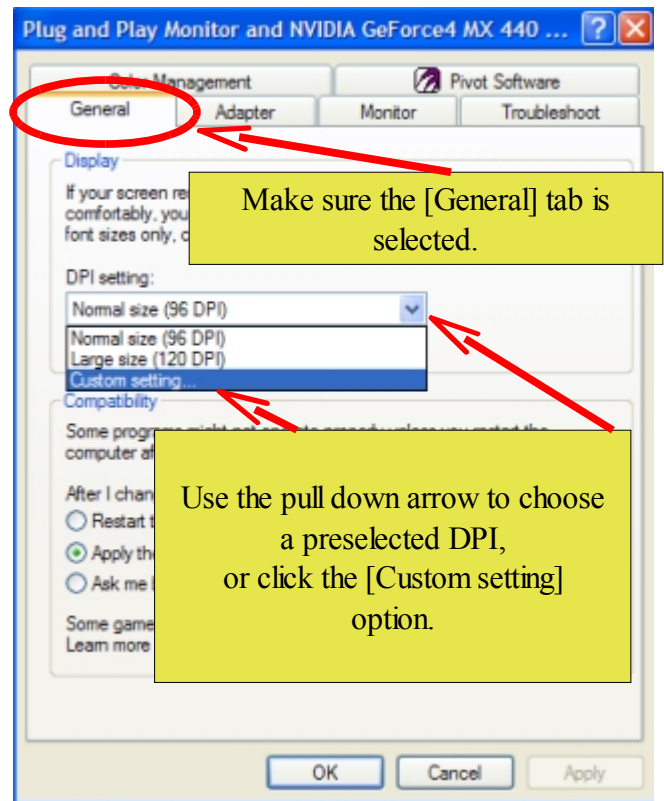
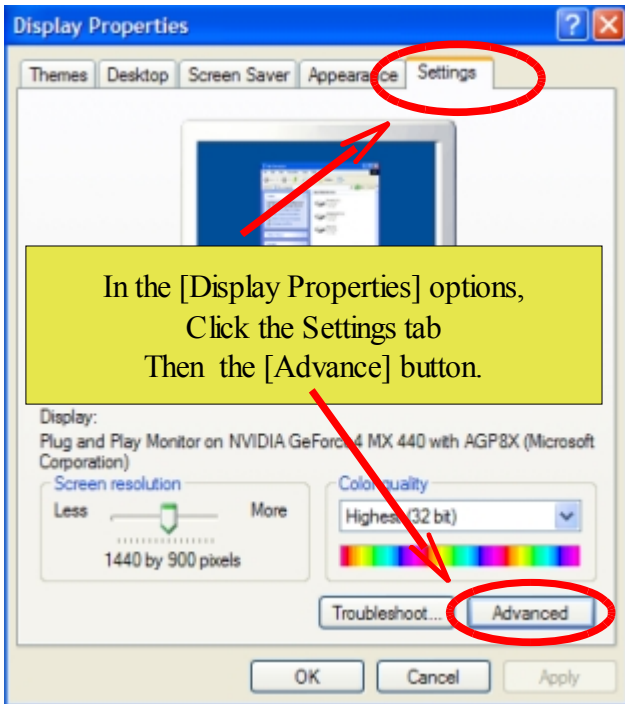
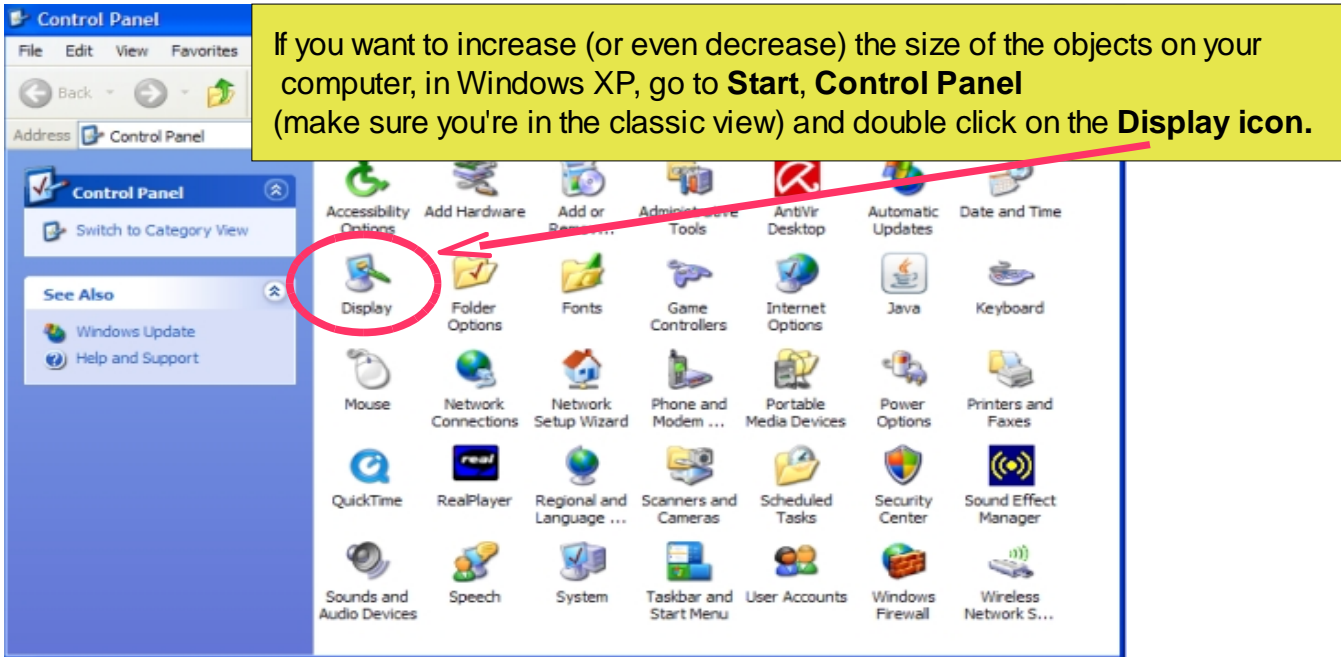


Coffee Break

Question on Software or Operating system.

WINDOWS XP DOTS PER INCH SIZES.

If your screen resolution is a little hard to view comfortably, you can change the DPI of your display.



You will need to restart your computer to make the selection complete.