

# ParraChatta



Official Newsletter of Parramatta Computer Pals for Seniors Inc. ABN 88 730 177 997  
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## Vol 11 No: 9, September 2017

### President's message



John Lee has registered our new Constitution with the Department of Fair Trading and it is now in effect.

The Constitution will be up on our website very soon.

We are now starting preparations for our Annual General Meeting in October. All financial members will receive the AGM documents, including the Annual Report, in the next couple of weeks; either by email or in hard copy. Because we changed the Constitution, the election process needs some explanation and I'll do this separately.

At the September meeting I will be talking about the MyGov website, which lets you log into several Australian Government services with one username and password. When exploring this, I found it was less complicated than I had expected.

The Committee has agreed to offer a subsidy to any of our volunteers who want to attend the ASCCA Conference on 8<sup>th</sup> – 9<sup>th</sup> November. It's a small token

of our appreciation for the time they give the Club; and an incentive to attend the Conference and bring back new ideas to our Club. The deadline for applications for a subsidy is 6<sup>th</sup> October, when the Committee will consider applications and decide how much subsidy we can afford.



Congratulations to John Lee who was a finalist for Senior Volunteer of the Year 2017. Dawne and John and I attended the awards ceremony on 25<sup>th</sup> August and we were very impressed with the achievements of the winners – John was in excellent company!

And in the meantime, keep learning!

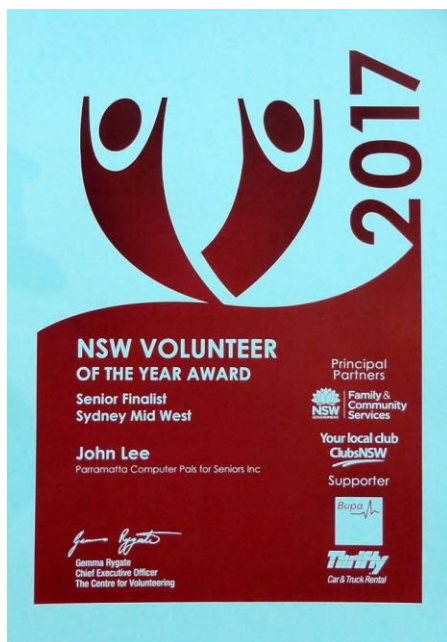
*Deborah*

dmmartin@bigpond.net.

## John Lee recognised

The Committee recently nominated treasurer John Lee for the NSW Volunteer of the Year award in the Seniors category. John has been a volunteer since our club was first established 11 years ago. He can be relied on whenever there is a call for volunteers to undertake various one-off tasks as well as assisting with training, outings and being responsible for our financial records.

John was recognised as a finalist for the Sydney Mid West Region.



## New Members in August

Please make the following new members welcome and tell them about our extra activities and meetings.

- Lyndon Adamson
- Alan Douglas
- Nikki Miani
- Elizabeth Sheppard

We now have 191 financial members. Great work members.

## Monthly meeting on 14 September

Our monthly meeting has been brought forward a week this month due to UNE room commitments.

Do join us for the meeting, a presentation by Deborah about **MyGov** and a super-duper morning tea, plus general information about booking courses, special interest groups and a Q & A.

Level 1, 232 Church Street, Parramatta, opposite the old sandstone post office.

## Suggestion box



*Suggestion 1.* Can financial assistance be given to volunteers who need to be in the office for extended time? The first three hours at Westfield are free, but beyond that, the first 30 minutes is \$7.00 and an extra hour is \$ 10.00.

*Committee response:* Deborah Martin will ask volunteers if they drive or catch public transport.

*Suggestion 2:* Can all the office chairs be professionally cleaned?

*Committee response:* A quote will be obtained.

*Suggestion 3:* Can the process for recording bookings taken over the phone be reviewed (suggestion to make it a manual system).

*Committee response:* Committee asked for clarification of this anonymous suggestion.

Day/ Time	Dates	Course
<b>Term 4 2017 course schedule –Weeks 1-5</b>		
Mon 9:30-11:45	9, 16, 23, 30 Oct, 6 Nov	<b>Apple Mac for Beginners \$45</b>
Mon 1:15-3:30	9, 16, 23, 30 Oct, 6 Nov	<b>Apple iPad and iPhone Beginners \$45</b>
Tues 9:30-11:45	10, 17, 24, 31 Oct, 7 Nov	<b>Windows 10 \$45</b>
Tues 1:15-3:30	24, 31 Oct, 7 Nov	<b>Introduction to Computers \$30</b>
Wed 9:30-11:45	11, 18, 25 Oct	<b>Files and Folders, Saving and Finding \$30</b>
Wed 1:15-3:30	11, 18, 25 Oct	<b>Keeping your Computer Happy \$30</b>
Thurs 9:30-11.45	12 October	<b>Scanning Photos and Slides \$10</b>
Thurs 9:30-11:45	26 Oct, 2 Nov	<b>Facebook Beginners \$20</b>
Fri 9:30-11.45	10, 17 Nov	<b>Digital Photos: from camera to PC \$20</b>
Fri 1:15-3:30	20 October	<b>Practice Session: Scanning \$5</b>
Fri 1:15-3:30	27 October	<b>Refresher: Craft on your PC \$10</b>
Fri 1:15-3:30	3 Nov	<b>Tech Talk: DNA testing and genealogy \$10</b>

<b>SPECIAL INTEREST GROUPS (SIG), OUTINGS and MONTHLY MEETINGS</b>		
Dates	Time	Event
Thurs <b>14 Sept</b> , 19 Oct, 16 Nov	9:30 - 11:45am	Members meeting at UNE. <b>NOTE Sept meeting is 2<sup>nd</sup> Thursday.</b>
Fri 22 Sept, 27 Oct, 24 Nov	9:30 - 11:45am	SIG – Craft & Cards
Thurs 5 Oct, 2 Nov, 7 Dec	1:15-3:30pm	SIG – Android Tablets and Smart Phones
Thurs 12 Oct, 14 Dec	1:15-3:30pm	SIG – Creative writing
Thurs 21 Sept, 16 Nov	1:15-3:30pm	SIG - eBooks
Thurs 26 Oct, 23 Nov	1:15-3:30pm	SIG - Genealogy
Thurs 19 Oct	1:15-3:30pm	SIG – Digital Photography
Fri 6 Oct, 3 Nov	9:30 - 11:45am	SIG – Windows 10
Fri 13 Oct, 8 Dec	9:30 - 11:45am	SIG – iPhones & iPads
Fri 20 Oct	9:30 - 11:45am	SIG – Facebook
Fri 30 Nov	1:15-3:30pm	SIG – Windows 10

## ASCCA conference

This year's conference will again be held at the Sydney Rydge's Hotel in Pitt Street. It is halfway between Central and Town Hall stations.

The dates are Wednesday 8<sup>th</sup> and Thursday 9<sup>th</sup> November. You can book for one day or both. For further **information about speakers and presentations** as well as registration, check out the ASCCA website at <http://www.ascca.org.au/index.php/69-uncategorised/294-2017-conference-title-page>



The above photo shows some of our members at the 2016 conference.

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## Tips and tricks

### Browser short-cut keys

Whether you use Chrome, Firefox, Internet Explorer or Safari as your preferred browser to search the Internet, these shortcuts should work for you on a PC.

For using TABS

- **Ctrl+Tab** – switch to the next tab in your browser (the tab to the right)

- **Ctrl+Shift+Tab** – switch to the previous tab in your browser (the tab on the left)
- **Ctrl+T** – open a new tab
- **Ctrl+Shift+T** – reopen the last tab you closed.

### Zooming

- **Ctrl++** (Ctrl and the plus (+) key), or Ctrl+Scroll wheel up – zoom in
- **Ctrl+-** (Ctrl and the minus (-) key), or Ctrl+Scroll wheel down – zoom out

### Browsing

- **Ctrl+F** – opens up a search box that allows you to search a page for a word or words
- **Spacebar** – scrolls down the page by one page length
- **Shift+Spacebar** – scrolls up the page by one page length
- **F5, or Command+R on Mac** – refreshes or reloads the page

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Other committee members:

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