



## Learning Skills

An issue that is always in front of your Committee, is understanding what members want in the way of computer skills. Some of you may want a series of short snappy presentations on a range of specific topics or techniques – others wish to have a more in depth workshop on a subject or application. Some of you may like to have an external speaker presenting on an issue, where we don't have the internal skills or background. It is difficult for us to 'mind read' this issue. It is also a problem having to call on the same willing tutors to present at workshops. We have a lot of hidden talent among members. Please tell us about what you can do for your colleagues! What we need from you as members is to contact Committee members and pass on your thoughts.

Editor

## SeniorNet News

If you are still not receiving this service, please send an e-mail to [seniornet.wgtn@xtra.co.nz](mailto:seniornet.wgtn@xtra.co.nz). In the subject line put the word Address and in the message put your name(s) and membership number(s). There is no need to include anything else. This information will be confidential to SeniorNet Wellington. New members are automatically included if they have put an e-mail address in their application form.

**Note for Tutors** – Please check that your students are signed up for this service; if not, tell them how.

*The sheriff of a small town was also the town's veterinarian. One night the phone rang, and his wife answered. An agitated voice inquired, "Is your husband there?"*

*"Do you require his services as a sheriff or as a vet?" the wife asked.  
"Send both of them!" the caller replied. "We can't get our dog's mouth open, and there's a burglar in it."*

## YOUR COMMITTEE

Chairman	Derek Oldershaw	234 7733	oldershaw@xtra.co.nz
Past Chairman	David Dobson	472 5300	djdobson@xtra.co.nz
Secretary	Sheila Williams	479 2226	sheila.williams@clear.net.nz
Treasurer	Colin Archer	478 6559	ColinArcher@xtra.co.nz
Minutes Secretary	Jean Davidson	233 0621	jeand@actrix.gen.nz
Editor	Alan Royal	977 8967	a.royal@paradise.net.nz
Course Management	Geoff Robinson	232 5702	geoff.robinson@clear.net.nz
Tutors	Dorothy Jones	972 1837	dorothy.jones@paradise.net.nz
Short Courses	Marion Ibbotson	388 8855	mibbotson@paradise.net.nz
Workshops & News	David Boyes	569 4942	dboyes@paradise.net.nz
Public Relations	John Nimmo	476 8771	john.nimmo@xtra.co.nz

### *Learning Centre & Office:*

**Betty Campbell Centre,  
Rooms 17/18, Level 2,  
Harbour City Tower,  
40 Panama St,  
Wellington.**

### *Postal Address:*

**PO Box 10-364,  
Wellington**

***Telephone:* 04-473 1510**

***Web site:* [seniornet.actrix.co.nz](http://seniornet.actrix.co.nz)**

***E-mail:* [seniornet.wgtn@xtra.co.nz](mailto:seniornet.wgtn@xtra.co.nz)**

### **WAIVER**

**From time to time some of our members voluntarily give help and advice to other members on matters relating to computers and associated equipment. This help or advice is taken solely at the recipient's risk and imposes no responsibility or liability of any kind, either on those providing such help or advice, or on SeniorNet Wellington.**

*If u c4nt r34d this ur34lly n33d sp3cs*

## Diary 4 September – 11 December 2006

MONTH	DATES	MON	TUES	Wed	WED	THURS	FRI
<b>SEPTEMBER</b>	04 – 08			06	Q & A		
	11 – 15			13	COG	<b>N/L Post-out</b>	<b>Term 3 ends</b>
	18 – 22		Digicam	20	Tutor Clinic		
	25 – 29			27	Exec.Comm, COMG.		
<b>OCTOBER</b>	02 – 06			04	Q & A		
	09 – 13	<b>Term 4 starts</b>		11	COG		
	16 – 20		Digicam	18			
	23 – 27	Labour Day		25	Exec.Comm, COMG		
<b>NOVEMBER</b>	30 – 03			01	Q & A		
	06 – 10			08	COG		
	13 – 17			15			
	20 – 24		Digicam	22	Exec.Comm, COMG		
	27 – 01			29	Tutor Clinic		
<b>DECEMBER</b>	04 – 08	<b>Term 4 ends</b>		06	Q & A		
	11 -- 15			13	COG		

<b>Q &amp; A</b>	Question and Answers Group	9.45 -11.45 am
<b>COG</b>	Computer Owners Group	10.00 -11.45 am
<b>COMG</b>	Communications Group	12.00 - 2.00 pm
<b>DIGICAM</b>	Digital Camera Group	10.00 -11.45 am
<b>PLEASE SUPPORT THESE GROUPS</b>		

## **Message from the Chairman, September 2006**

As I am going overseas I am writing this message a little earlier than usual. Since the last newsletter in July, I wish to report on three important matters that have been considered by the Committee.

### **New Premises**

SeniorNet Wellington, together with some of the other Betty Campbell tenants, has been working with a property consultant appointed by the Wellington City Council to find alternative premises. At the time of writing I can report that consideration is currently being given for space on the first floor of Anvil House in Wakefield Street (opposite the Michael Fowler Centre). The owner of the building is prepared to fit out the floor for the groups involved as well as entering into separate leases for each organisation. Depending on final rental costs and some other matters we are hopeful that agreement can be reached.

The Wellington City Council have also agreed to assist existing Betty Campbell Centre tenants to reestablish in new premises, as well as offering rental assistance to June 2007 and probably thereafter. It had been our intention to move prior to the commencement of the first term in February 2007 but this may have to be deferred until the beginning of the second term.

### **Tertiary Education Funding**

In early August we received advice from Aoraki Polytechnic that funding would cease by the end of the current term. Whilst we knew that this source of funding was coming to an end we had expected that it would continue to the end 2006. It is disappointing that after nearly five years our association with Aoraki Polytechnic will be coming to an end.

To ensure that funding will continue we have been in contact with the Wellington Area Office of the Tertiary Education Commission (TEC) who has introduced us to the Director of the Adult Community Education (ACE) Centre at Wellington High School. We are very hopeful that Tertiary Education Commission funding will be available through the High School, to SeniorNet Wellington from 2007 as well as some for the fourth term of 2006.

### ***National Co-ordination Role***

Some members will be aware that a proposal to form a National SeniorNet Organisation has been circulated for comment and support.

In summary, the proposal –

- Seeks agreement to establish SeniorNet New Zealand Incorporated from the majority of individual SeniorNet Learning Centres.
- SeniorNet New Zealand Incorporated to be structured as a federation and will represent each club who may choose to be affiliated.
- The management of the federation to be undertaken by a board elected by SeniorNet members across New Zealand with representation of all regions and to meet at regular intervals probably three times a year.
- The board shall be responsible for contracting the services of a National Co-coordinator / Liaison Officer, provide direction, set tasks and monitor performance.
- Each SeniorNet club will retain autonomy regardless of whether they choose to be affiliated to the federation or not. This means they retain the status, responsibilities and managerial aspects of their club being independently incorporated.

One of the aims of the proposal is to provide a structure to enable direct and more certain funding from the Tertiary Education Commission and other government bodies.

The estimated cost is in the vicinity of \$145,000 to \$165,000 and it is expected that existing sponsorship will cover the bulk of the cost as well as a small contribution from the TEC funding.

Your Committee has extensively discussed the proposal but has strong reservations relating to the structure and cost of the proposed national organisation. We have resolved not to support the proposal although some members would consider supporting a simpler association.

Concern was also expressed that the national organisation would require significant administrative and accounting support particularly, if as proposed, it distributed TEC funding. The TEC has indicated that it would also require the national organisation to monitor quality standards and performance measures for individual clubs as a condition of funding.

Finally there is also the question of the cost benefit to SeniorNet Wellington of the proposed national organisation.

I will keep you informed of any development relating to this matter.

With the final term for the 2006-year commencing on 9 October, I would encourage members to consider enrolling in a course, workshop or alternatively an interest group.

Finally I wish to thank all members for their continuing support of SeniorNet Wellington.

Derek Oldershaw

### **Course Management**

Geoff Robinson - Phone 232 5702 – places members in the 8 week courses, the top block of the list in the application form, also Introduction to Computers, a 4 week course.

Marion Ibbotson - Phone 388 8855 – places members and organises Tutors in the 4 week courses, the middle block of the list in the application form.

Jean Davidson - Phone 233 0621 – places members and organises Tutors in the 1 and 2 week courses, the bottom block of the list in the application form.

David Bennett – 934 7343 – organises relieving tutors as required for Term 4.

Dorothy Jones - Phone 972 1837 – arranges the Timetable and places tutors in the 8 week courses, also Introduction to Computers, a 4 week course.

It would help in allocating members to classes if you could note on your application:

- If you plan to be away at any time prior to your required course starting date, together with an alternative phone contact number or email address.
- If there are any times or days during the week when you are not available.

We seek applications from members wanting to take courses in Term 4, 2006 which starts in the week beginning Monday 9 October. We are also keen to hear your ideas on new courses that you think we should run.

### **Gift Vouchers**

\$20 Gift Vouchers for a one year membership of SeniorNet Wellington are now available from the office. Treat your friends to membership!

## Which Course Next?

An increasing number of new members have had some previous experience with computers either at work, or by "exposure" to family members with computers. But this is not necessarily relevant to a broader knowledge of computing!

Most of our courses are planned on the assumption that course members have already learnt some common computer procedures in previous SeniorNet courses.

So, by doing courses in a recommended sequence, you will find the lessons easier, and enjoy them more. You will also avoid:

- Personal loss of confidence and frustration
- Causing extra effort and stress for the tutors
- Possible disruption to other members of the class.

**For these reasons SeniorNet, Wellington considers it essential that early courses be taken in the following sequence:**

- Introduction to Computing before First Step in Email
- Introduction to Computing before Basic Word Processing
- Basic Word Processing before all other courses
- Managing Files and Folders prior to most remaining courses
- Intermediate Word Processing before Greeting Cards and Gift tags
- Email and Internet before Email Enhancement.

Before enrolling for a course discuss your computer experience with a member of the Course Management Team.

*Relax and enjoy learning. SeniorNet is not a place for stress!  
Don't try to run before you can walk!*

## We Need More Tutors!

Have you ever considered becoming an Assistant Tutor? It's a lot of fun, and some hard work at times, but very rewarding. You don't need to be an expert in an area, just have a reasonable knowledge of the subject. You would start off as an Assistant, working with an experienced Tutor, and in a subject that you feel comfortable with. We could even put you in as a third tutor, that is an "Assistant to the Assistant Tutor" just to give you more of a feel as to what is involved. Think about it as we urgently need more people to become actively involved, to ease the load on those already tutoring. If you are interested contact Dorothy Jones, at **dorothy.jones@paradise.net.nz** or phone me on 972 1837 and we can talk about it.

## **Tutors Please Note**

If, for any reason, you are unable to attend a class please ring David Bennett – 934 7343, to arrange a replacement. Also advise him if you arrange your own replacement.

## **Practice Session**

Teresa Popov very kindly tutors the Practice session on a Monday during term time, between 12 noon and 2pm. When you are tutoring, please advise students that there is a charge of \$2 per hour for this practice session, and that only CD's supplied by SeniorNet can be used.

Thank you.  
Dorothy Jones

## **Four Week Courses**

### **Managing Files & Folders**

In this four week course learn how to store information, make new folders, find lost folders and generally keep all your work in order.

### **Introduction to Microsoft Paint**

This can be used to put colour in your Logos, Letterheads, Business Cards, Quilt and Graphical Patterns.

### **Digital Camera**

This four session course includes information on optical and digital zooming, autofocus, aperture and exposure, printing pictures and enhancement of pictures.

**Other Four Week Courses include:** Genealogy, Scanning and Retouching, Making Small Booklets, Making Presentations – Basics and PowerPoint Presentations - Animations and Special Effects.

### **Other Short Courses**

Include: Photo & Image Editing, Making Gift Tags, First Step in E-mail, Greeting Cards, Email Enhancement, and JavaScript.

*Man does not live by words alone, despite the fact that sometimes he has to eat them." Adlai Stevenson*

## ***Musings from 'The Serviceman Who Tells'***

-Trevor King

*tc.koenig@xtra.co.nz*

### **Episode Thirty-one**

#### **How Much is Too Much**

As most of you know, I do a few computer jobs as a hobby. It keeps my mind off the ticking clock and enables me to meet interesting people on their home ground. What I have to say here is what some of these persons have told me about charges. Hearsay, and therefore not actionable, O K?

#### **House call**

The 'Dial a Nerd' service will apparently come to your house for \$80. With the price of petrol being what it is and the time it takes me to negotiate Wellington's one-way road management plans, I consider \$50 to be not unreasonable.

#### **Return to Base Repairs**

Most economical service facilities are based on RTB workshop charge out rates. Quay Computers charge \$80 for the first hour and like to keep your machine for a week, give and take a day or two, but for an extra \$80 you can jump the queue.

Abel Business Machines charge more for computer work whereas their printer repairs are reported to be \$80 an hour plus materials and GST. They had a printer for eleven days to do a ten minute paper jam fix (and I have seen the invoice).

The more commercial outfits start at \$120 an hour and charge heaps for on-site service. Some of them will not touch proprietary models.

We all hate laptops, and you will probably need to see a specialist and pay accordingly.

Telephone 'open heart surgery' is free as far as I am concerned, whereas workshop jobs at \$30 an hour contribution towards my computer magazine fund seems fair and reasonable. I have heard of cheaper offers but it seems the bill can get padded out with 'replacement parts'.

#### **Guarantee- Hardware or Software**

I was waiting to see how long it would take you to raise this, as Captain Mannering was wont to say. While guarantees often seem a way to avert service charges, the fine print usually states that software 'stuff-ups' are not included. This can be even direr when the software was pre-installed and no back-up packages are provided.

Where 'on site' service is promised, you sometimes have to pass a quiz before any guarantee service can be obtained. The quizmaster frequently

has English as a secondary language and will be unable to understand what you are trying to tell him or her.

Alternatively, with the RTB (return to base) deal, your machine may be accepted at the workshop only to subsequently find 'there was nothing wrong' but there is a charge for fixing the software errors.

### **Love Thy Neighbour**

This extends to free jobs when the circumstances and occasion merit this. Some of the commercial outfits also are good Samaritans.

### **Surfin' the Web**

Like to find out what is your Download\Upload speeds are when you're browsing on the Internet? Check it out for free at **[www.alken.nl](http://www.alken.nl)** (As well as 2 separate Speed Tests it has links to a variety of other useful tools, including Virus and Spyware checkers, Virus Removal programs and a "PING" checker where you can enter a URL to see if it is currently available).

To see a 360° panorama of Paris from the Left Bank at night try **[framboise781.free.fr/Paris.htm](http://framboise781.free.fr/Paris.htm)**

(May be slow to load if you have a dial-up connection, but worth the wait).

If you want to see a real-time space simulation that lets you experience our universe in three dimensions go to

**<http://optusnet.dl.sourceforge.net/sourceforge/celestia/celestia-win32-1.4.1.exe>** (This is a large download [14MB] on a dial-up account, but it does appeal if you have an interest in Astronomy).

One up for the ladies! Here is proof that they really can park a car better than a man - **[www.funfilter.com/cgi-bin/show.pl?ID=163](http://www.funfilter.com/cgi-bin/show.pl?ID=163)**

And to finish off, there's a tongue-in-cheek appraisal of the advantages of living in Auckland that can be found at

**<http://uncyclopedia.org/wiki/Auckland>**

Look for more goodies next time ... John Cook ([jcook@paradise.net.nz](mailto:jcook@paradise.net.nz))

## Course Development

The task of removing all references to floppy discs in our manuals has now been completed. Instead of saving work to floppies it is now done to CDs (optionally to a flash drive, but not provided). Other editing tasks that became apparent during the exercise have been attended to as well. To make it easier to identify the converted manuals they have all been given the issue date of Aug '06.

The Basic Word Processing manual can now be replaced by two separate and simplified manuals namely *Word Processing A – First Steps* and *Word Processing B – On the Way*, each covering a course of four lessons. Both have completed their trials. Meanwhile the original manual (converted to CDs) will still be available.

Gus Porteners

### Gus's Tips

#### Microsoft Word

Sometimes you may want to type a non-keyboard character such as €, é, è, etc for which you need to go to the *Insert – Symbol* menu option. I have found it easier to add a Symbol button on my standard toolbar so I can click it any time I want to open the Symbol window.

#### Add an Insert Symbol button to any toolbar

To open the **Symbol** dialog box with a single click, you can add an **Insert Symbol** button to any toolbar in Word.

1. Make sure that the toolbar you want to add the **Insert Symbol** button to is open and visible.
2. On the **Tools** menu, click **Customize**, then the **Commands** tab.
3. In the **Categories** list, click **Insert**.
4. In the **Commands** list, find **Symbol**, and then drag it to the location you want on the toolbar.
5. Close the **Customize** dialog box.

***"Man is the best computer ... and the only one that can be mass produced with unskilled labor." - Werner Von Braun (1912-1977)***

## Searching the Web

I am sure we are all grateful to John Cook for his entertaining and informative column on Surfin' the Web. This note touches, not on the content of his column, but, on the search engines available to us for searching the web.

Most of us seem to have our favourite search engine and it's not unusual for it to be our home page

Google is as well known and popular as any of the web searching engines but, like any of the others, it won't always give you what you want and you need to go elsewhere. Is there a "best" search engine or a "best" way of finding what we want on the Web?

A search on Google for "searching the web" gave 329 million references in English in 0.16 seconds. A Google search for the "best search engine" gave 242 million references in English in 0.15 seconds. Mind you, the number of references isn't everything as there is a lot of duplication in them.

If you search for the same thing on different search engines such as Google, Yahoo!, MSN, AOL and Ask, the five most popular search engines in the USA, the search results can be different. The University of Pittsburgh and the Pennsylvania State University, in July 2005, released results of a study which showed that only 1.1% of results on the first page from four of those five leading engines were the same.

Like nearly everything else, search engines have been reviewed on the web. In April 2005 Consumer Search analysed reviews of search engines at [tinyurl.com/qf7zh](http://tinyurl.com/qf7zh). It found that Google, Teoma (now part of Ask) and Amazon's A9 were rated tops. They were followed by AllTheWeb (a version of Yahoo!), Clusty (part of Vivissimo), Dogpile (which relies on Google), Yahoo!, MSN and Ask, and Yahoo! itself. It noted that some sites, including Yahoo!, were tainted by commercial factors. The conclusion was: "Google is the clear winner among standard Internet search engines, followed by [Ask] for some clustering and filtering of results. Dogpile is the slight favourite among downloadable search toolbars, but there's less consensus here."

This analysis relied in particular on a review by Joe Barker of the University of California Berkeley Teaching Library, who certainly seems to have an objectivity lacking in some other reviews. He preferred Google, Yahoo! and Ask, with an analysis of their particular features, in his assessment of the "best search engine" at [tinyurl.com/2d5mb](http://tinyurl.com/2d5mb). If you want to look at just

one site about search engines this is possibly the best. It evaluates the engines and helps to guide you as to the best way to find what you want on the web.

If you want to delve further and get some idea of the full range of search engines, the ones best for particular subjects and their main strengths try going to **searchenginewatch.com**, **allsearchengines.com** or **websearch.about.com**. Google maintains a list of search engines at **tinyurl.com/nxxq2**.

If you want to use a number of search engines at the same time you can use a so-called meta-search engine such as Dogpile. They search other search engines and give you their version of the results. However, they have real limitations, some spelt out in the UC Berkeley Library pages and others at **tinyurl.com/oaq3k**.

There are also multiple search engines. You enter a term into a master window and it gets copied to the search engines, including meta-search ones, that it lists. You then click on the engines you want to use. Each opens in its own window. One of the better ones is a local product, Engines2Go at **engines2go.com**, the work of a Dr David Hingston of Heke St, Ngaio, which also has separate Australian and New Zealand editions accessible from the main site. The main site opens in Mozilla Firefox as well as Internet Explorer but for some odd reason the local editions don't open in Firefox although they do open in Internet Explorer. It provides a page of search engines, including Google, Yahoo!, and Ask. I have sometimes got an answer through it when those main search engines have not been able to help.

If you just want to stay with Google but use it to more advantage have a look at sites like **tinyurl.com/kce3** and **tinyurl.com/wgw4**.

If you want to know what is offering with a New Zealand emphasis take a look also at **tinyurl.com/nz8jf**.

To browse further for information about searching the web and the different search engines just start searching for yourself through any search engine or try a site like the UC Berkeley Library one above, **websearch.about.com** or pages by the University of South Carolina Beaufort Library at **tinyurl.com/rw4wk** and Kent State University at **tinyurl.com/s6enc**.

Good luck for successful searching.  
Tony Doogue.

## WHO NEEDS BACKUP?

Nearly half of US adult computer users don't back up their data, even though 43 percent of adult users report that they have already lost data to viruses and other causes. Among those who don't back up, more than a third don't know how to do it.

### Why Computer Users' Don't Back Up Data

Not sure how to do it	35%
Not important enough	29%
Too time-consuming	14%
Other	22%

Source: Harris Interactive, May 2006

### A New Slant on Funerals

A young minister, was asked by a funeral director to hold a grave-side service for a homeless man, with no family or friends. He had died while traveling through the area. The funeral was to be held at a cemetery way back in the country, and this man would be the first to be laid to rest there.

As the minister was not familiar with the backwoods area, he became lost and (being a typical man!) did not stop for directions. He finally arrived an hour late and saw the back hoe and the crew, who were eating lunch, but the hearse was nowhere in sight. He apologized to the workers for his tardiness, and stepped to the side of the open grave, where he saw the vault lid already in place. He assured the workers he would not hold them long, but this was the proper thing to do.

The workers gathered around, still eating their lunch! He poured out his heart and soul. As he preached the workers began to say, "Amen," "Praise the Lord," and "Glory." He preached, and he preached, like he had never preached before -- from Genesis all the way to Revelation. He closed the lengthy service with a prayer and walked to his car. He felt he had done his duty for the homeless man and that the crew would leave with a renewed sense of purpose and dedication, in spite of his tardiness.

As he was opening the door and taking off his coat, he overheard one of the workers saying to another, "I have never seen anything like this before, and I've been putting in septic tanks for twenty years."

## Thanks for all your email addresses!

If you email anybody by broadcast it is better to use the Bcc header in Outlook Express (Blind carbon copy) and only you then know who the recipients are. When you send an email address Cc it gets spread further and further around the globe - that is how you then get spammed - by myriads of other people getting your email and addresses. To expose Bcc in Outlook Express click View/All Headers.

### Welcome to New Members

Barbara	Allnutt	Adrienne	Hunt	Ian	Campbell
Barbara	Bicknell	Maureen	Carpenter	Betty-Llal	Bolton
Joy	Barrett	Warwick	Shingleton	Dennis	Bolton
Rosemary	Trendle	Colleen	Cook	Claire	McAllister
William	Barrett	Carol	Bruppacher	Rod	Jeffrey
Eileen	Sadler	Michael	Gross	Alison	Golder
Muriel	Ross	Lynne	Hardy	Peter	Vernon
Marjory	Bailey	Joy	Thorp	Stuart	Robertson
Peter	Bailey	Genny	Gabrielle	Joan	Gubbins
Catherine	Cresswell	Sarah	Noy	Peter	Chong
Elizabeth	McKenzie	Noel	Manley	Don	Simcock
Roberta	Cameron	Barbara	Hoskins	Alice	Beasley
Bruce	McKenzie	Judith	White	Dawn	Bertenshaw
Allan	Dykstra	Janet	Campbell	Raymond	Boyce
Gwen	Rowlands	Bruce	Campbell	Barney	Scully
Lefki	Matsis	Norman	Paton		

