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## SeniorNet Wellington web site

Visit our web site at ***seniornetwgtn.blogspot.com*** regularly if you want to keep up to date with new and forthcoming courses, workshops and Special Interest Groups. Workshop notes are also added from time to time. Sign up for FeedBlitz on the top left of the web page to receive automatic notification of new events.

## Email address please!

If we don't have your email address we can't advise you of all the exciting and interesting activities that SeniorNet Wellington is providing. Please, please – if you have an email address that we are not aware of advise us at ***seniornet.wgtn@gmail.com***. Would tutors please check that your students are signed up for this service; if not, tell them how.

## Use of flash drives at the Centre

Flash drives are a potent source for transmitting malware between computers. A local club recently had its six computer network brought down by a member who had loaded a virus infected programme from a flash drive on to the network. The reason this is mentioned is that we don't want to have our network brought down in a similar manner! Apart from the inconvenience of having to reload the operating systems and applications, there is the risk of transmitting malware to other member's computers. To reduce the chance of this occurring on Centre machines (and your own) it should be routine to virus check any flash drive plugged to another machine. It is a simple process – as soon as the flash drive is plugged in just right click on its icon and the menu that appears will contain a command Scan X:\ (where X is the drive name of your flash drive). See also the security review later in the newsletter.

*Surplus Floppy Disks are available for \$5 for 10 from John Cook.*

## YOUR COMMITTEE

<b>Chairman</b>	<b>Keith Kenderdine</b>	<b>234 8551</b>	<b>kenderkb@xtra.co.nz</b>
<b>Past Chairman</b>	<b>Derek Oldershaw</b>	<b>234 7733</b>	<b>oldershaw@xtra.co.nz</b>
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<b>Short Courses</b>	<b>Marion Ibbotson</b>	<b>388 8855</b>	<b>mibbotson@xtra.co.nz</b>
<b>Workshops</b>	<b>Geo Fairbairn</b>	<b>389 6529</b>	<b>g.fairbairn@xtra.co.nz</b>
<b>Public Relations</b>	<b>John Nimmo</b>	<b>476 8771</b>	<b>john.nimmo@xtra.co.nz</b>
<b>SeniorNet News</b>	<b>Franci Stapleton</b>	<b>972 1990</b>	<b>fes@paradise.net.nz</b>
<b>Course management</b>	<b>Russell Ritchie</b>	<b>475 4262</b>	<b>russ.ritchie@xtra.co.nz</b>

## 'Diary 12 January – 24 April 2009

MONTH	DATES	MONDAY	TUESDAY	WED	WEDNESDAY	THURSDAY	FRIDAY
JANUARY	12 - 16			14		<i>N/L Copy</i>	
	19 - 23	<b>Anniversary Day</b>		21			
	26 - 31			28	Exec.Cmttee Q&A*	<i>N/L Sent Out</i>	
FEBRUARY	02 - 06			04	Q&A	Tutor Clinic	<b>Waitangi Day</b>
	09 - 13	<b>Term 1 starts</b>		11	COG		
	16 - 20			18	Digicam		
	23 - 27			25	Exec.Cmttee, Q&A*	Subs Notice	
MARCH	02 - 06			04	Q&A,		
	09 - 13			11	COG,		
	16 - 20			18	Digicam		
	23 - 27			25	Exec.Cmttee, Q&A*		
APRIL	30 - 03			01	Q&A	<i>N/L Copy</i>	<b>Term 1 ends</b>
	06 - 10			8	COG,		<b>Good Friday</b>
	13 - 17	<b>Easter Monday</b>		15	Digicam	<i>N/L Sent Out</i>	
	20 - 24			22	Exec.Cmttee, Q&A*		

<b>Q &amp; A</b>	Question and Answers Group	9.45 -11.45 am or 12.- 2 pm*
<b>COG</b>	Computer Owners Group	10.00 -11.45 am
<b>DIGICAM</b>	Digital Camera Group	10.00 -11.45 am or tba

*Newsletter:* 1 issue per term (4 per year) Posted 2 weeks before each term.

\*\* Include membership card or subs reminder with AGM papers

**Workshops & Digicam:** If there is a clash of bookings it will be necessary to book the Senior's Room from WCC

## **Message from the Chairman, January 2009.**

Please accept my best wishes for the New Year and I hope that you had a very enjoyable Christmas break. Our family celebrated Christmas day just last weekend as we had to await the arrival of members of our family from Dublin and Melbourne to join the Wellingtonians. Whilst Skype had allowed us to see Charlie, our newest member aged 5 months, grandma says that it does not replace actually holding him and we must go and see him in a few months. His grandfather thought that Skype had saved the cost of a trip to Ireland.

This article marks the beginning of the New Year and with it the start of another year of courses, workshops and special interest groups. During the holiday break, the online survey was completed by about 10% of our membership (this is an excellent response by any standards) and from this survey the Executive will take up some of the suggestions made and ideas expressed so that we can reflect what our members want from our activities. It would be easier for us to bask in reflected glory given the level of satisfaction recorded in the survey, whether it be the quality of the tutoring, the high standard of the manuals and other supporting documents or the way in which so many volunteer their time for the running of workshops and special interest groups, but this does not provide the guidance for the future that we need. Once the Executive has had time to review the survey in detail we will convey the results to you.

One of the survey results is the average length of membership - which is between 4 and 10 years, and we should be pleased with such loyalty. But this does not mean that we can relax and think that all is well and so we are having another Open Day on Monday 26 January from 10.00am to 2.00pm to give potential new members the chance to come into the centre and see what it is that we do. We have had a number of enquires about the day already but would appreciate it if you could bring it to the attention of anybody who would benefit from joining our group.

Another thing that happened during the break was that we purchased 5 new computers and these have been installed in Suite 12. The old XP computers from this room have been moved to Suite 11 and the technical team has upgraded them so that their performance is acceptable for the next year or two. We will refurbish the old XP computers from Suite 11 and may sell them with members having first option. Further details will be advised via SeniorNet News. I would like to record the thanks of the group to John Cook, David Boyes, Trevor King, John Nimmo, Alan Royal and Tony Doogue (and the technical assistance of Keith Rumens) for the

time that this team spent on these changes. Of course no team can operate without a tea maker and, having found out the level of my technical expertise, I was quickly allocated this role.

One of the matters that the technical team would like me to mention is that there is now only one printer in the teaching rooms and this is located in Suite 12. All the computers are now connected to this printer via wireless transmission and for those in Suite 11 it does require that you collect any printing requests from the room next door. Not hearing a printer going has meant that some assume that nothing has happened so many more print requests are made with the consequent waste of paper and ink and can lead to a system jam. Just a point that needs to be noted by us all. We will put up signs in each room reemphasising this.

Keith Kenderdine  
Chairman

## Course Management

**Marion Ibbotson** – Phone 388 8855 - places members in the 8 week courses, the top block of the list in the application form.

**Russell Ritchie** – Phone 475 4262 - places members in the 4 week courses, the middle block of the list in the application form.

**Wyn Couper** – Phone 478 7097 - Introduction to Computers, a 4 week course.

**Keith Kenderdine** – **234 8551** - places members and organises Tutors in the 1 and 2 week courses, the bottom block of the list in the application form.

**Gerald Jones** – Phone 976 8158 - organises relieving tutors as required.

**Marjorie Finn** - Phone 384 8349 - 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, 2008 that starts in the week beginning Monday 6 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!

### **Tutors Please Note**

If, for any reason, you are unable to attend a class please ring Gerald Jones – phone 976 8158, 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.  
Marjorie Finn

### **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 Senior Net 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! Do not try to run before you can walk!

## **We Need More Tutors!**

Have you ever considered becoming an Assistant Tutor? It is a lot of fun, and some hard work at times, but very rewarding. You do not need to be an expert in an area, just have a reasonable knowledge of the subject. You would start 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 Marjorie Finn, at **marjorie.finn@paradise.net.nz** or phone on 384 8349 and we can talk about it.

## **Four Week Courses**

### **Power Point - Introduction**

In this course you will learn how to make your first presentation, adding backgrounds, borders and text, transition effects, creating an album and writing it to a CD, special layouts, layering of objects, the slide master, action buttons and writing on slides.

### **Power Point - Special Effects**

When you have completed the Introduction course, the Special Effects Course deals with custom animations, incorporating sound and music, links, hyperlinks and triggers, creating a menu controlled presentation, screen tips, speaker notes and notes pages, printing hand -outs and how

to incorporate a presentation into a stand- alone executable file. Courses are now available with the 2003 and 2007 version of PowerPoint.

### **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. This course is available for XP and Vista.

### **Genealogy**

Learn how to use the Net to trace your family tree, and bring your old photos of family to make up your own family album to pass on to relatives.

## **One and Two Week Courses**

### **First Step in E-mail**

A no-frills, one session course to get you started in sending and receiving e-mail.

### **E-mail Enhancement**

If you have completed the 8 week E-mail and Internet course, you may like to follow it with one session when you could learn how to insert static and animated images and music files, change e-mail background and save Internet stationery files.

### **Gift Tags**

A two session course where you can learn to make tags, labels, bookmarks etc. **NB** Intermediate Word Processing skills are recommended.

### **Greeting Cards**

Learn to make a quarter side-fold card for any special occasion.

**NB** Intermediate Word Processing skills are recommended.

### **Revision of Basic Word Processing**

This is a two session course, based on XP, to help those who have not used the Word Processor for some time. It covers opening and saving files, file management, using the clipboard, page settings, replacing text and formats and using the format painter.

Other 1 and 2 week courses are Photo & Image Editing (not necessary if you are doing the Digital Camera course) and Java Script.

## Course Development

The Microsoft Office 2007 – Excel manual has had its final trial with a full class last term and the course – much enjoyed by the ‘guinea-pigs’ – is now available. The Word 2007 – advanced word processing is also available though it has only been trialled by myself (twice) as no full class could be established.

Gus Porteners

## Gus's Tips

### Alignments

The decimal tab can do more than aligning numbers by the decimal point. Since it actually aligns numbers on the first non-numeric character (excepting the comma separator for thousands) it is also useful for aligning times (hours and minutes) by the colon, or telephone numbers by the space.

### Replace

Normally, when you use *AutoCorrect* to replace a word or string of characters by another, there must be a space after the last word before typing the text to be replaced.

If you want the replacement to directly follow the text you must start the text in the *Replace* slot (in the *AutoCorrect* dialogue box) with a colon. For example, if in the *Replace* slot you type **;e** and in the *With* slot **é**, (use Ctrl+ `e) and then click *OK* it is easy to type **André** by actually typing **Andr;e**.

Other examples are replacing **;c** by ° **Celsius** and **;sq** by superscript <sup>2</sup> to get say 37° Celsius and 25 cm<sup>2</sup>.

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

-Trevor King

*tc.koenig@xtra.co.nz*

### **Episode Thirty-seven**

Computers must be getting more reliable as not much has turned up on the workbench lately; consequently there is less to talk about. Years ago, in the formative stages, I was Secretary of the Consumer Institute Testing Committee. This generated an idea. There was some ‘snoop time’ so I used it to conduct performance tests on eight different computers with differing processors, processor speeds, different types of

memory modules running at a variety of speeds and configurations. If you do not wish to read the 'tekkie stuff', all but the earliest machine have the grunt for running Windows Vista, provided they are properly configured.

## **Processors**

Processors are, to a degree, fashion items. The latest fashions are exclusive items produced in small quantities and offered at astronomical prices to those who must be leaders of the pack. It is hard to avoid the use of cliché just as it is difficult to find any computer programs able to exploit quad core processors.

The tests spanned from an older Celeron machine disposed of by SeniorNet two years ago first purchased in 2002, a three year old AMD64 2400 processor unit built in the workshop and finally to the latest Intel dual core 8200 built this September. This is not the place to get technical, all of them will handle Windows XP but the latest models certainly give Windows Vista a nudge along.

## **Memory**

The oldest machine originally had 256 Megabytes of SDRAM. Additionally it ran at a low memory speed because of the design constraints of early Intel Celeron processors. The combination of small capacity and low speed was adequate for Windows XP mark one, but the service releases [SR1, SR2 and more recently SR3] are resource hungry. The AMD processors from this era fare rather better, having some internal high speed boosters and usually running the SDRAM memory modules faster. Recent computers have what is called DDR RAM. It is currently as cheap as it is ever likely to be. Last week I purchased 1 Gigabyte of 800 Megahertz DDR2 memory for \$37 including courier delivery to the front door; and it carries a lifetime guarantee.

With the latest Intel Dual Core 8200 processor [the one with 6MB of 45nm cache] it brings in an 800 percent higher performance.

## **Ratings**

Windows Vista provides a free test tool called 'Windows Experience Index Base score'. It marks the Processor, Memory (RAM), Graphics, Gaming Graphics and the Primary Hard Disk. The typical hard-drive will score about 5. There is little to be gained by buying a processor with a score above 5, the three year old AMD 64 single core processor in my study still brings in a score of 4.2, and the first generation DDR memory rates 4.7.

The lowest score will most likely be Gaming Graphics- hardly a worry for most of us, and the next worst score will be for standard graphics.

The 'on board' graphics with modern motherboards are much faster and better rated on the Windows Experience Index than the expensive add-in graphics display cards we used to fit. You will get a 3 or better. If you do get a separate graphics card for the latest generation of computer, it will add digital video output for direct connection to a high performance LCD monitor screen and usually high definition video output to a big screen T V set. It should rate a 5.

## **Malware**

This is the collective word for all the afflictions acquired in the form of virus, worm, unsolicited advertisements [watches, prizes and cheap pharmaceuticals], bad cookies and Trojans. Some are easily removed, but unfortunately I have had machines brought here that were riddled and raddled. It can all end in tears unless your virus protection is current and effective and other measures are taken in the form of a firewall and a reputable Spyware detection and removal program.

That is all for now folks!

*My wife and I were sitting at a table at my high school reunion, and I kept staring at a drunken lady swigging her drink as she sat alone at a nearby table.*

*My wife asked, "Do you know her?"*

*"Yes," I sighed, "She's my old girlfriend.*

*I understand she took to drinking right after we split up those many years ago, and I hear she hasn't been sober since."*

*"My God!" says my wife, "Who would think a person could go on celebrating that long?"*

*And then the fight started.....*

## **Surfin' the Web**

Another year has gone by, and I hope all our members are looking forward to attending the various workshops and courses that will be available during the one ahead of us.

Before I start, you may recall that I asked for comments in the last issue regarding a URL I gave which contained several programs not yet checked out by me. One reader, Victor, replied and I am passing his words on for you to see:

*"You mention a site where six updaters are available, one of these, FileHippo Updater, I have used for some time. It is an excellent easy to use programme and even lists Beta versions of software you have installed. I have it scan the computer at about three monthly intervals, there are always later versions to be downloaded."*

**HEMA** is a Dutch department store. The first store opened on November 4, 1926, in Amsterdam. Now there are 150 stores all over the Netherlands. HEMA also has stores in Belgium, Luxemburg, and Germany. In June of this year, HEMA was sold to British investment company, Lion Capital. Take a look at HEMA's product page. You can't order anything and it's in Dutch, but just wait a couple of seconds and watch what happens. Don't click on any of the products pictured, just wait and see what happens. And be sure you have your sound turned up. This company has a sense of humour and a great computer programmer, right? Find them at **<http://producten.hema.nl>**.

And here is another site that you will enjoy. Just keep clicking on the screen and pick a bunch of flowers to fill all the vases in the house!!  
**[www.procreo.jp/labo/flower\\_garden.swf](http://www.procreo.jp/labo/flower_garden.swf)**.

Did you conquer the Mini-Golf game I gave you at the end of last year? If so, you can also try to improve your Ten-Pin Bowling skills at  
**[www.trouble.co.uk/games/tenpin.html](http://www.trouble.co.uk/games/tenpin.html)**.

**Phew!** I guess you will need a cup of coffee after all this hard work.  
**O.K.**, go and get one from **<http://tinyurl.com/6ej78w>**.

That's all for now. Meet ya here again next issue  
**[jcook@paradise.net.nz](mailto:jcook@paradise.net.nz)**

*My grandfather once told me that there were two kinds of people: those who do the work and those who take the credit. He told me to try to be in the first group; there was much less competition. - Indira Gandhi*

*I like long walks, especially when they are taken by people who annoy me. American Comedian Fred Allen (1894-1956)*

## New Security Threat and its Management

If your computer is never connected to the Internet and you do not load any other material from e.g. a flash drive, CD or DVD, then you probably do not need to read the rest of this article.

The computer security community has been grappling with the Conficker worm. Finnish security company F-Secure conservatively estimated the number of computers affected by Conficker at 3.5 million early in January. In the span of one day, F-Secure said it saw infections rise by 1 million machines. The UK Ministry of Defence is battling, what is believed to be the same computer virus. It has rapidly spread through its computer networks starting January 6, see [tinyurl.com/9goj9r](http://tinyurl.com/9goj9r).

The worm that has infected several million Windows PCs - [tinyurl.com/a665xdis](http://tinyurl.com/a665xdis), causing havoc, because nearly a third of all systems remain unpatched 80 days after Microsoft rolled out an emergency fix, a security expert says.

Based on scans of several hundred thousand customer-owned Windows PCs, reviewers concluded that about 30% of the machines have not yet been patched with the "out of cycle" fix Microsoft provided October 23

Microsoft has recommended that Windows users install the latest updates, then run the January edition of the Malicious Software Removal Tool, available at [ncane.com/lrst](http://ncane.com/lrst), to clean up compromised computers. In summary, what the above commentary emphasises, is that it is necessary to have all your computers up to date with Windows updates. You have several choices as to how updates are handled by your computer. Those choices include no updates, automatic updates or viewing the updates before they are downloaded. The 'no update' choice is, in my view, a no brainer. I use the 'view update' choice, mainly because I do not use a Microsoft browser or email client (so I don't need those particular updates). For most users the 'automatic update' choice will serve you best. To make the decision click Start/Control panel/Windows Update and select your option from the above suggestions. The update process is also explained in detail in an article at [ncane.com/fua](http://ncane.com/fua). Windows updates can be large files that can take long periods to download on a dial up connection. I suggest that you leave your machine running on a Thursday night, if you are on 'automatic update' as that is when the 'Tuesday patch' from Microsoft will be added to your computer.

Security does not finish with just providing Windows updates – there are several other steps that need to be taken to ensure your machine is

protected from attacks. Recommended steps and processes are shown in detail at [ncane.com/76u8](http://ncane.com/76u8). The detail includes keeping your firewall turned on, your operating system up-to-date, use up to date antivirus software, use up to date antispyware, (and where to get most of these recommended tools for free!).

The firewall section above describes what a firewall is, how to turn it on and how to choose a firewall and how to learn more about firewalls for your system. The operating system update section describes operating system updates and what they are, how to update and answers questions about updates. The antivirus section informs you about antivirus software, where to get it, how to get free antivirus scans and answers virus questions. The anti spyware management section talks about spyware, free spyware, talks about spyware and how to protect yourself from spyware. While the summaries have a Microsoft bias they are useful background. Free software sources to carry out the above functions can be sighted at [silversurfernz5.blogspot.com](http://silversurfernz5.blogspot.com).

## Welcome to new members

Diana	Benson	Yvonne	Lawrie
David	Bullen	Sarah	Lindsay
Julienne	Bullen	Sue	ockhart
Nancy	Campbell	Chris	McCallum
Beverley	Dunlop	Lorna	McCallum
David	Grace	Sandra	Pope
David	Gregg	Neal	Schofield
Yvonne	Heukels	Maureen	Sinclair
Bruce	Lawrie	Adele	Weston

## The Mojave Experiment

We get regular enquiries asking whether to install the Microsoft Operating System named Windows Vista.

My first response on Vista started off cool. I was resistant to changing from XP, a system I knew well. Vista, I believed at the time, had a steep learning curve. My second article was more positive toward Vista. I had overcome my resistance to change and embraced the new system. At that time, I also noted, that if the XP system was doing the job you expected of it, don't change to Vista unless you were forced into

upgrading, through say having a trashed computer. That was how I got 'forced' into Vista!

In July this year Microsoft conducted a marketing experiment on an operating system. The experiment put a Microsoft Operating System called Mojave in front of 140 people and asked them to rate the system. Note that those selected did not get hands on experience with the Mojave system. They were given a demonstration. Also, the (standard) computers used did not have software loaded that is in everyday use.

The aim was to allow users who had never had Windows Vista to test the Mojave system. Eighty four percent were Windows XP users, 22% had the Apple operating system, 14% were Pre-Windows XP users and were 1% Linux users. Some users had multiple platforms. They could see what Mojave could do and express how they would react to it, compared to their perceptions about Vista. In summary Microsoft was asking them to decide about a system without having any preconceived bias.

Ninety four percent of respondents rated the operating system, codenamed Windows Mojave, higher than they would have rated Windows Vista before the demonstration.

Of the 140 respondents polled (on a scale of 1-10 where 10 was the highest rating), the average pre-demonstration score for Windows Vista was 4.4. The average post-demonstration score for the new operating system, codenamed Windows Mojave, was 8.5. Many respondents said they would have rated the new operating system code-named Windows Mojave higher, but wanted more time to play with it themselves. Nineteen percent of respondents gave the Windows Mojave system a 10 ranking.

Now for the crunch. What was this all about? The Mojave system was actually Vista!

Microsoft had just conducted a well marketed experiment, testing perception against reality. It also demonstrated, in my view, that many of the negative perceptions about Vista were from people who had never used Vista i.e. it was more a reaction against Microsoft products.

In a separate research study of Windows Vista users, Microsoft found that 89% of existing Windows Vista users expressed satisfaction with the system and 83% of existing Windows Vista users would recommend it to a friend or family member. You can add my endorsement to both of these statements. I am a very satisfied Vista user. One reservation is that a few of my programmes are not compatible with Vista (but see below).

In the last year, 98 of the top 100 Windows applications sold at retail, in the categories of finance, business, system utilities, imaging/graphics, personal productivity, and education are compatible with Windows Vista. The Windows Vista Compatibility Centre at [tinyurl.com/5b5dn9](http://tinyurl.com/5b5dn9) lists compatibility status for over 9,000 products (5,500 devices and 3,500 software programs).

In summary, in my experience, Vista is a stable system, less likely to be infected by malware and has had far less vulnerabilities requiring updates than XP. And before the question is asked – no, I do not have shares in Microsoft!

## Unlocker

**Unlocker** ([filehippo.com/download\\_unlocker](http://filehippo.com/download_unlocker)) is the solution to the following types of Windows error messages

- Cannot delete folder: It is being used by another person or program
- Cannot delete file: Access is denied
- There has been a sharing violation.
- The source or destination file may be in use.
- The file is in use by another program or user.
- Make sure the disk is not full or write-protected and that the file is not currently in use.

1. Simply right click the folder or file and select Unlocker
2. If the folder or file is locked, a window listing of lockers will appear
3. Simply click Unlock All and you are done!

## Supporters

*SeniorNet Wellington Inc.* acknowledges the generous support provided by:

- *Actrix*
- *Wellington City Council*
- *Tertiary Education Commission*
- *Quay Computers*
- *Capital Books*
- *Computer Consumables*
- *Dick Smith Electronics*
- *Magnetix*

## **If undelivered please return to the address below:**

<b>Learning Centre &amp; Office:</b>  <b>Level 1, Anvil House, 138-140 Wakefield St, Wellington.</b>	<b>Postal Address:</b>  <b>PO Box 10-364, Wellington</b>  <b>Telephone: 04-473 1510 Web site: <a href="http://seniornetwgtn.blogspot.com">seniornetwgtn.blogspot.com</a> E-mail: <a href="mailto:seniornet.wgtn@gmail.com">seniornet.wgtn@gmail.com</a></b>
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