

CARLYLE GARDENS

TOWNSVILLE

COMPUTER CLUB

KEEPING YOU ON LINE

March 10

WHAT'S NEW?

As promised in the previous newsletter, the Committee will commence a series of workshops, similar to those held last year, on Thursday 15 April, from 10 am to 12 noon. Those who attended last year are again welcome, to recapitulate and maybe add to or improve skills, while newcomers will be able to learn new skills or add to those already held. The workshops are basic in nature, with not as many days allotted to each topic as previously. The program is outlined in a cut-out at the end of this page. Any queries should be addressed to Kevin (133) or any Committee member.

The program in 2009 was well received and favourable comments were aplenty, so come along and join in the fun. There is no need to attend every session, although, obviously, those topics that carry on over more than one week may require continuous attendance, depending on the prior experience in it.

There is no need to register, just turn up; bring your own laptop if you wish (good idea). Non-members are welcome, so tell your friends but encourage them to join the Club (it will be cheaper).

INFONITE

You are reminded that the next *INFONITE* will take place this coming Tuesday 23 March, 7- 8.30 pm in the Conference Room. As advertised, the topic is entitled *Gone Phishing*; we will be visited by Sgt Glenn Lawrence (correct spelling this time), whose title is District Crime Prevention Coordinator, and some representatives from Westpac. They will talk about computer fraud of which there is so much about these days. Bring along your questions.



As usual, there will be a delightful supper and a raffle with a very useful prize. On this subject, there has been some comment that the prizes are too "cheap". Be assured that they are not cheap, but are kept to a price that will allow coverage of the supper costs, including the hardware.

The decision has been made not to have an *INFONITE* in April, because of the commencement of the workshops, Easter and all that. The next one will be held on Tuesday 25 May. The Committee is negotiating on a very different type of topic and will announce it in due course.

SNIPPETS

- The Club has been allocated the July spot to conduct the SAC raffles – more later.
- Establishing a link on the Residents' website has been put on hold for a while.
- Carlyle Gardens is having an open day on Saturday 27 March; anyone able to "man" the Computer Centre at any time from 10.30 am to 2.30 pm would help considerably.

For now, Happy Computing



Cut off and attach to your fridge.

COMPUTER WORKSHOPS

Thursdays, 10 am – 12 noon; Computer Centre; Donation – members: \$1 per session, non-members: \$2

PERIOD	WORKSHOP	TOPICS	INSTRUCTOR(S)
15 April	Fundamentals	Basic language, start-up, close, hard/software, load software, access programs, USB drive, My Computer, My Documents, files & folders	To be advised, but someone will be there
22 April – 6 May	WORD 2003 (2007 if req'd)	Basic documents, formatting (fonts, bold, italics, bullets, columns etc), saving, printing, Word Art, insert & manage graphics/ pictures, tables, envelopes, labels	
13 May	INTERNET	Access information	
20 – 27 May	e-mail	(e.g.) g-mail, inbox, compose mail, send, attachments, address book, contacts	
3 – 10 June	Excel	Preparing spreadsheets, operations: +, -, x, /, * Data base using Excel	
17 June →	By request	Recapitulate previous topics or other topics	

Participants are invited to bring their own laptops to the sessions.