

# Newsletter

October 2011



**3 Brake Street  
Cnr Brake Street and Yaldhurst Road  
Church Corner**

**Ph 348 4499**

**PO Box 6585  
Upper Riccarton  
8442**

Email: [seniornet.gardencity@xtra.co.nz](mailto:seniornet.gardencity@xtra.co.nz)

Website: [www.seniornetgardencity.co.nz](http://www.seniornetgardencity.co.nz)

In association with

Supported by:

Community Trust, Lotteries Commission, Microsoft NZ  
sponsored by Calder Electronics, Bush Inn Centre  
Upper Riccarton

Member of the Federation of  
New Zealand Seniornet Societies Inc.

## Specials

30% off Photo frames\*

20% off all Camera Cases

15% off Computer Cleaning products

10% off most other items instore

\*(excludes electronic

Shop 52 Bush Inn Centre

Upper Riccarton

Ph. 341-5303

Email: [austen@calderelectronics.co.nz](mailto:austen@calderelectronics.co.nz)

[www.calderelectronics.co.nz](http://www.calderelectronics.co.nz)

### Something worth exploring.....

The first recorded usage of *google* used as a gerund, thus supposing the verb, was on July 8, 1998, by Google founder Larry Page himself, who wrote on a mailing list: "Have fun and keep googling!"

When did you last have a look around Google? Most of us just use Google for simply searching for information on a particular topic, but there is much more to Google than that. When you bring up the Google home page it is a delightfully clean and simple page with a logo and a text box to enter your query. This is where it begins and ends for most of us. On the New Zealand page Google is also offered in Maori language, and also, I have just discovered, in Faka-Tonga. But, next time in Google have a close look at the top left of the screen. The first link [+**You**] would be more of interest to the young, or young at heart, people but the other links are very interesting. [**Web**] is where you started in Google, [**Images**] is very useful and you can type in a search for images or drop an image into a search box. [**Maps**] is for just plain old maps, maps of a particular place or detailed directions from A to B. A new feature is to be able to "fly" the route. [**News**] is a continuously updated feed of the day's news and events both local and international news as it happens. [**Translate**] gives you a translation service to and from English in sixty-four languages, try it! Maori is surprisingly absent from the list, but this is a very handy utility if you have overseas pen friends. [**Gmail**] is probably now the most popular web based mail program in use today. [**More**▼] gives you some very interesting choices and just to keep your attention, at the very bottom of that menu there is a link to, wait for it, [**even more** »] but we won't go there in this article as there isn't room! Have a look for yourself; there are features to keep you occupied for hours.

John.

# SeniorNet GardenCity Enquiry for Membership

Please use this form to make your initial application, after which you will be contacted...Thank You

**Your Name\***

 

First Last

**Address (No. and Street)\***

**Suburb\***

**City**

**Post Code**

New Zealand



**Your Phone Number**

**Your Email**

You may leave these fields blank if you do not have an email address

**Confirm**

**My Computer is a .....**

**Please select ONE**

- Desktop  
 Laptop  
 I do not have a computer

**My Computer Operating system. Please select ONE**

- Windows 95  
 Windows 98  
 Windows ME  
 Windows XP  
 Windows Vista  
 Windows 7

**Thank You**

Complete the Verification code below and Click the [Send email] to submit this form

## Image Verification



Please enter the text from the image:

[Refresh Image](#)

[What's This?](#)



[Home Page](#)

[Course Application Form](#)

Click [Here](#) to Print this Membership Application Form

## SeniorNet Garden City Inc.,

at rear of the Methodist Church car park, Cnr. Yaldhurst Road and Brake Street,  
Church Corner, Upper Riccarton, Christchurch  
Telephone: (03) 348 4499

### Membership Application Form

Please make Cheques payable to: **SeniorNet Garden City Inc.**

Please post your Application enclosing your Subscription to: **SeniorNet Garden City Inc.**  
**P.O.Box 6585**  
**Upper Riccarton**  
**Christchurch 8442**

#### APPLICATION FOR NEW MEMBERSHIP

*Please Print Carefully*

<b>Surname:.</b>	<b>First Name:.</b>	<b>Title:.</b>
<b>Surname:.</b>	<b>First Name:.</b>	<b>Title:.</b>
<b><u>ADDRESS</u> :</b>	<b>Street:</b>	<b>Phone No:</b>
	<b>Suburb:</b>	
	<b>Town/City:</b>	<b>Postcode:</b>
<b><u>Email Address</u> :</b>	_____	

I use **Windows98**    **WindowsXP**    **WindowsVista**    **Windows7**    *Please circle one*

The membership subscription on joining is **\$30.00** (Couple **\$55.00**) **Current to 31st December 2011**

I/We certify that I/we am/are 50 years of age or older and I/we also agree to my/our personal details given above being entered onto the SeniorNet Garden City database.

**Signed:..... Date:.....**

To enroll, please print this form, complete, sign and post with your Cheque to the address above  
For details of Courses and Course Fees payable, please check the [Course](#) and [Course Application](#) form pages.

#### FOR OFFICE USE ONLY:

**Subscription Paid:**                      **Date:.....**  
\$.....

Following is a list of courses currently offered by SeniorNet Garden City  
Click on the Code for each course for a content description and the level of proficiency req

<a href="#">Course Code</a>			
<a href="#">INTRO</a>	Introduction to Computers	⋮	4 lessons - and they are all <b>FREE after joining</b>
			<b>Please Note</b> Begin Word Processing with Part 1
<a href="#">WORD1</a>	Word Part 1 Word Processing	⋮	Uses Microsoft Word - Part 1 - 4 lessons - \$25.00
<a href="#">WORD2</a>	Word Part 2 Word Processing	⋮	Uses Microsoft Word - Part 2 - 4 lessons - \$25.00
	<b>OTHER COURSES</b>		
<a href="#">FDMAN</a>	Files, Folder & Disk Management	⋮	4 lessons - \$25.00 - <b><u>This is Recommended as a Pre-Req</u></b> for Email, WWW and all other courses down this list
<a href="#">EMAIL</a>	Email for XP users	⋮	<b>Using Microsoft Outlook Express</b> - 4 lessons - \$25.00
	Email for Win7 and Vista users	⋮	<b>Using Windows Live Mail</b> - 4 lessons - \$25.00
<a href="#">WWW</a>	Internet World Wide Web	⋮	Using Microsoft Internet Explorer - 4 lessons - \$25.00
<a href="#">SPRED</a>	Spreadsheets	⋮	Using Microsoft Excel - 4 lessons - \$25.00
<a href="#">GENEA</a>	Genealogy	⋮	Uses "PAF5" program - 4 lessons - \$25.00
<a href="#">D&amp;PUB</a>	Drawing & Publishing in Word	⋮	Using Microsoft Word 2003 - 8 lessons - \$50.00
<a href="#">WPAGE</a>	Design a Web Page	⋮	(Not for beginners please) - 4 lessons - \$25.00

Link to Course Application Form - Click [HERE](#)

**WORKSHOPS** offered are now listed on their own page.  
 Click [HERE](#) to go to the Workshops page

[Email Webmaster](#)

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**A very warm welcome to new members  
 who joined during Aug- Sept-Oct**

Margaret Sweet; Colin & Judy Bailey; Frank Hogg; Stephen Delany; Keith Williamson; Brian & Lesley Clarkson; Brian Reddington; Dixie Durham; Helen McIlroy; Yvonne Chong; Judy Slemint; Lynn Gillanders; Borghild Steltner; Lois Wells; Fred Allen; Brenda Crowther; Jean Fryer; Bruce Hussey; Frances Barker;

## Proposed November Classes

Name of Course	Time	Dates of Delivery
Word Processing (Word 2007 Part 1)	9.30 – 11.30	Nov 7 – Nov 28
File & Disk Management (XP)	12.00 – 2.00	Nov 7 – Nov 28
Introduction to Computers(Vista/Windows 7)	2.30 – 4.30	Nov 7 – Nov 28
Introduction to Computers (XP)	9.30 –11.30	Nov 8 – Nov 29
Word Processing (Word 2003 Part 1 )	12.00 – 2.00	Nov 8 – Nov 29
E-Mail (Outlook Express & XP)	2.30 – 4.30	Nov 8 – Nov 29
Word Processing (Word 2007 Part 2 )	9.30 – 11.30	Nov 9 – Nov 30
Web Page Design	12.00 – 2.00	Nov 9 – Nov 30
Introduction to Computers(Vista/Windows 7)	2.30 – 4.30	Nov 9 – Nov 30

The schedule above is proposed for next month's courses. Depending on the number of applicants and tutor availability these classes may or may not go ahead. You will be contacted to let you know if and when the course applied for will be run.

The latest date for inclusion in a class is the 20<sup>th</sup> of the previous month.

If you want to be sure you are included in your preferred class

**YOUR APPLICATION AND PAYMENT MUST BE IN BY THAT DATE.**

**YOU MUST** be a financial member to put your name down for a class.

**New Members:** Pen/flash drives are available from the club for \$10.00 or students may prefer to purchase their own. They are available at any computer or electronics store eg; Calders' Electronics, Bush Inn Mall

## Workshops for November

**For workshops please print out the application form from the web site and post it to the PO Box in plenty of time.**

Vinyl to CD 1 session 2hrs= \$5-00

Trademe 2 session 4hrs=\$10-00

Applications are invited for the above workshops. Date and time to be arranged when applications received.

## Cardmaking Workshop using Word 2007.

**There are still four places available in this cardmaking class on 17<sup>th</sup> October at 9-30am. Please phone Carol on 3433273 asap.**

## Forgotten how to do something in your course notes?

**Need advice?**

Join us for Coffee and Help

SeniorNet Rooms

Date 13<sup>th</sup> Oct Thursday

Time 1pm-3pm.

**NEWSLETTER CAN BE VIEWED IN COLOUR ON OUR WEBSITE**  
[www.seniornetgardencity.co.nz](http://www.seniornetgardencity.co.nz)

# Flight Simulator:

**Tuesday Nights**

**7.00 to 9.00 pm**

**John Butler 3483558**



## Genealogy Group

**Meeting**

**Time: 1-3p.m.**

**Place: South Learning Centre Library 66 Colombo St.,**

**3483558**

**3589002**

### 2. Research Genealogy

Those researching their family history have to millions of webs sites offering information, mostly free available.

One reliable free site is FamilySearch( [www.familysearch.org](http://www.familysearch.org). This data base started long before the Internet became a tool for family history research. Useful to UK research- Surnames, Social Security, Death Indexes and Military Records/1881Census Records and many more.

You will see you can enter a name, and the head of the household. Try just your family surname and county of birth, then Ctrl F and type your place name

Ancestral File and Pedigree Resources Files consist of previous research-anyone can submit their genealogy data (living people should not be included.)

You treat information as a clue, and follow through on new place or names. I like to search with [www.trovando.it](http://www.trovando.it) -and quickly run through the 30+ search engines.

You may find you can download a gedcom file from Ancestral File- make sure you start a new family file to do this. Then you can check on the accuracy of the information.

[www.floodlondon.com](http://www.floodlondon.com) Family from London- you might find this interesting!

[www.ulsterabcestry.com](http://www.ulsterabcestry.com) –Northern Ireland

[www.ancestry.co.uk](http://www.ancestry.co.uk) Ancestry has added British Phone Books from 1880-1984

Each year more and more information is added and updated to these data bases.

Most genealogy computer programs you can gedcom file from one genealogy program to another.

You just export from one program- then import into the other program quite simple.

You might like to do this if you prefer one program printout of a family tree better than another.

Part of this information comes from Jan Grow – netguide nz

## NEXT SOCIAL

27<sup>th</sup> October  
2pm-4pm  
Question and Answer Session  
and demonstration of software



## CHRISTMAS LUNCH

ISLINGTON TAVERN

24<sup>TH</sup> NOVEMBER

**12 for 12.30**

Cost \$30



This will be a buffet  
Please sent Cheque to Treasure by 11<sup>th</sup> Nov  
Seniornet PO box 6585 Upper Riccarton 8442  
Or Internet banking account number 02087 0215678 00

Indicating e.g. luncheon and number coming.

### How to delete a Facebook account

It is easy to setup a Facebook account. Usually after you receive an email; advising you that a friend would like to contact you via Facebook. Once established and your personal details have been given to Facebook, you find that from time to time more such e-mails arrive, many naming persons you do not know. At this point you may decide to close your account. In fact your personal details are retained by Facebook even though you have requested that they deactivate your account. There is a method to permanently delete your details which is described at the following web address:

<http://www.wikihow.com/Permanently-Delete-a-Facebook-Account>. In essence you have to.

1. On bottom of the homepage. Click "Help" link to access the Facebook Help Centre.
2. At the Help centre, type "Delete Facebook" into the search box at the top of the page. Click "Search".
3. Arrive at the page titled "Facebook FAQs" Look down the list of FAQs and open the one called "*I want to permanently delete my account. How do I delete my account?*"
4. Read the Facebook information- it basically asks you whether you want to deactivate your account or delete it permanently. ( Deactivating means that Facebook retains your profile information (friends, photos, etc ,but you have disappeared from the

Facebook service.) Facebook makes it clear that if you want your information removed forever, you can never recover the information and it will be wiped for good.

5. Visit [the account deletion page](#). You will be reminded that this is a permanent deletion and that your account cannot be reactivated and that none of the account or information you have added can be retrieved.
  6. Click "Submit". Follow the steps, such as entering your password, e-mail, and Captcha code .
  7. Do not log in the next 14 days and your account will be deleted completely.
- Note, however, that if you change your mind before the 14 days is up, just log in and this will reactivate your account.

From SeniorNet Canterbury Inc

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## **USB Flash drive or Portable storage device**

A flash drive is a quick and easy place to back up your data files while you are working. All you have to do is insert the flash drive into your computer's USB port.

### **To format a flash drive.**

Once you have inserted the Flash drive to your PC the USB port it should automatically pop up dialog box that gives you the option of opening the files, using Windows Explorer .You need to choose this option click Ok. The files that are displayed on the left hand side of the screen; you'll see a list of drives available on your computer. E; drive is the removable drive or removable flash drive. Go down to Format

**Rename your USB Flash Drive.** This will make it quick and easy to identify, when you open up my computer.

1. Double-click My **Computer**.
2. Right-click on the Removable disk and select Rename.
3. Type in the name you desire within 11 letters.

### **To copy your data to your flash or portable storage drive for backup is simple**

Only takes a few minutes transfer the files to the drive

Determine the files you want copied to the flash drive. If there are multiple files, select all the contents of a folder by pressing "Ctrl+A" or create a group by holding "Ctrl" and clicking files and folders individually. Keep the size of your flash drive in mind when choosing what to send to the device---your space is limited. Right-click your selection, hover over "Send to", and select your flash drive from the list that appears. Your computer will copy the selection and send it to your flash drive Close all files you accessed from the flash drive. This is necessary for the device to be removed properly. You must save your file and close them.

On the bottom right side of your task bar. You will see a USB icon right click the icon. Click the Safely Remove Hardware command using your left mouse button. A small window will be displayed.

Select the USB flash drive you want to unplug then click .Then click the appropriate hardware device then click OK.

A message box will pop up letting you know it is now safe to unplug the USB flash drive from your computer. Just make sure you properly eject the device when finished to avoid corrupting any data on the drive.

It is always a safe practice to safely remove your USB flash drive before unplugging it from your computer. This prevents data loss and extends the life of your external storage device.

**Scan the Flash Drive** after plugging it in but before you open it. can If you use AVG as your security system this is what you do –Open AVG user interface – Tools – Advanced settings – Scans – click on the + then Removable device scan – then on the other panel – **tick** Enable removable device scan– **Tick** Automatically heal/remove infections - Click OK.

## **Safety of Senior road users**

SeniorNet and the NZ Transport Agency (NZTA) have partnered up to improve the safety of. Senior road users. **Check out.** The NZTA's new education resources for senior road users include the Staying Safe online toolkit at

[www.nzta.govt.nz/traffic/senior-road-users](http://www.nzta.govt.nz/traffic/senior-road-users)

Fold Here

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If undelivered return to  
SeniorNet Garden City  
PO Box 6585  
Upper Riccarton  
Christchurch 8442

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