

KILOBYTES

The Quarterly Newsletter of the Computer Club of Rossmoor

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Computer Club website <http://carossmoorcomputerclub.com/>

March 2014

PRESIDENT'S MESSAGE

Most of the Club's first 20 years, beginning in 1994, were spent introducing Rossmoor's older adults to computers, and teaching their use and potential. We started with general information, beginner classes and other assistance.

Interest, and membership, grew as computers became more popular, and then became practically essential. This Computer Club was able to help some 10,000 seniors learn to use computers, in classes, seminars and workshops.

We started out with lectures and demonstrations, showing residents what computers could do. Then every meeting was a challenge and a surprise, especially when the borrowed computer did not work. It was truly a "learning experience" for everyone, and yet people were very interested.

As membership grew, the Computer Club searched for adequate space for meetings and for storing equipment and supplies. Finally, the Club was able to make arrangements with Acalanes Adult Education Center for space. That

cooperative arrangement has worked very well. Computer Club members, Acalanes Adult Education Center, and local residents all benefit from this continuing partnership.



Now, as we start on the Club's second 20 years, the computer world is quite different. Most people are using computers, and their computers are more powerful and more varied. There is much more to learn. As we strive to catch up, and then keep up, your Computer Club will be there to help you.

There will always be classes, seminars, and help for beginners and for others. And, as computerized devices become more pervasive, we will offer help for coping with new devices such as the iPads and other tablets, "smart" cell phones and many other new devices that may interest our members.

We all need to keep up, not fall behind. Your Computer Club will be here to help us all keep up, and keep going into the future.

Leonard Krauss, President

BRADLEY'S BYTES

(Excerpts from Jim Bradley's Weekly Column)

If you are reading the Kilobytes now, we can assume you have a computer! Hopefully, and it would be to your benefit, you read the weekly column penned by Jim Bradley. It is brimming with computer tips that will definitely enhance your use of the computer. Jim continues to offer new helpful assists to the PC user, as well as offering information about interesting websites. A whole new world opens up to seniors as they begin to explore the many uses of their computer.



Here are just a few excerpts from Jim's columns:

TIP: If you find that the print you are reading on your computer is either too small or too large, you can adjust the print by simply holding down the control key (ctrl) and press the + or – key, whichever key gives you the desired print size.

Tip: Recipe hunter? Go to www.yummly.com for recipes gathered from other popular sites. Searches can be made based on taste, diet, nutrition, allergies, and there is even one that can exclude certain ingredients.

Tip: Google is not the only search engine available to those seeking information, but it is probably the most well known. Example: want to know the definition of "spam"? Go to google.com, type in the word, and the definition will be forthcoming. Google also has its own calculator ~ uses the + and – signs, and * means multiply. You can check a stock by typing in the stock's name, and its value and other information will be shown. There's definitely a reason for the word "Google" to have become a verb. If someone asks you a question for which you don't have the answer, just say "google it"!

Tip: If you are working on a document, a letter or an article, it is important to "save" it as you proceed. Select the "Save" command every few minutes. This saves your data in case of an interruption. The shortcut for save is Ctrl+S.

Tip: Sites that might appeal to "boomers": www.ssa.gov ~ this is a go-to-social-security site provided by the government. Another site that may have appeal is www.thirdage.com ~ there is a lot of information here with a focus on boomer's health, aging well, relationships and more.

Tip: Recently, a call was received asking for the symbol for the word degree, as in 60-degree temperature. Type 60, then hold down "Alt" and then "0176", and the answer will be shown.

Tip: With the baseball season upon us, here are two sites for lovers of the grand old game to obtain statistics: www.basesball-reference.com and www.basesball-prospectus.com.

Email Passwords

Provided by Bill Hammond

When you set up an email account you are usually offered an opportunity to provide some profile information. Part of this profile data will be security information. The security information is used to help you recover your email address or password in the event that you forget it or are unable to access your email



Depending on the provider, here is a list of what your email profile might include:

- Date of Birth: Don't fake this. You will never remember it.
- Your phone number: This would be your land line.
- Your cell phone number: If you use provide this number, make sure it can receive text messages
- An email address: This means an alternate valid email address that you or a friend or family member could access
- Security question and answers you will remember: Be sure to choose security questions and answers you personally connect with, you are more likely to remember them.



Stay informed, and ensure that you can access your account by keeping your contact information updated. Getting locked out of your account or being unable to change your email password isn't fun. Take the time now to add a reliable alternate email address, contact number, and be sure you know your selected security questions and answers to avoid this issue. The computer club house call team is not able to recover passwords for you.

Don't wait! Update your profile information today.

2-Hour Computer Seminars

Wednesdays

May 2014 through July 2014

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|---|---------------------------------|----------------|--------------|
| #651 | Files and Folders | May 21 | 10-12 |
| The easy way to organize data you have saved in your computer, and then be able to quickly find it, update it, and so on. | | | |
| #652 | Protect Your Computer | May 21 | 1-3pm |
| When we have lots of personal and financial information in our computers, it is important to keep that information from the “bad guys” that want to steal your information. Learn how you can protect yourself and your computer. | | | |
| #653 | Email and Attachments | June 4 | 10-12 |
| Email is great. Use it to send notes, photos, documents, greeting cards and much more. Adding your attachments makes it even more useful. | | | |
| #654 | Shopping on the Internet | June 11 | 1-3pm |
| The Internet has become the “department store of the world” letting you shop for almost anything, anywhere. It is quick, convenient and can be fast and safe. There are “good” sites, and ways to protect yourself. | | | |
| #656 | Email Plus | June 25 | 10-12 |
| The various email systems have special features that can be very helpful. Learn about those special features of the email system that are making email even better and more useful than ever. | | | |
| #657 | Skype for You | June 25 | 1-3pm |
| Use Skype to see and talk to your friends on the Internet, almost anywhere in the world. It is a great way to communicate, and it is free. | | | |
| #658 | Computer Q & A | July 2 | 10-12 |
| This open session is to get answers to any of your questions about computers and software and related problems. Bring your questions and the expert instructor will answer and explain and teach. | | | |
| #659 | Download Information | July 2 | 1-3pm |
| Now nearly all of the world’s accumulated information is available on the Internet. Information on people, places, things, ideas, and so on is there. You do need to know how to find the information, and then you may want to “download” it into your own computer and keep it there for further use. | | | |

- #660 Digital Cameras** **July 9** **10-12**
 Digital cameras are great – they are small, easy to use and do much more, and much better, than the old film cameras. Then you can put the pictures into your computer, modify them, print them or email to friends.
- #661 About the Internet** **July 9** **1-3pm**
 The Internet is one of the wonders of the world we live in. It can connect people who almost anywhere on Earth, and exchange information and ideas, for better or otherwise. The Internet continues to grow and change, and it is an important tool for all of us.
- #662 Safety & Security** **July 16** **10-12**
 Your computer is a great tool that is useful, and essential, for many different purposes. While it provides us with access to much of the world, we need to use it safely and securely. There are bad guys out there who would steal your information and money and there are ways you can protect yourself while using your computer.
- #663 How to Save Data** **July 16** **1-3pm**
 You can easily save the work you are doing on your computer if you “save” your data. If you do not “save” your data will be gone when your turn off your computer. Saving data is easy. Then you will be able to quickly find your saved data, update it or do other things with it.
- #664 Search and Find** **July 23** **10-12**
 With your computer you can search and find anybody or anything. Your search can be very simple or you can make a very thorough search using a variety of methods. Your computer has many search tools available, and many are free. There are also helpful professional services.
- #665 Upgrade a Computer** **July 23** **1-3pm**
 Computers can get old and tired, and there will always be newer ones available for purchase. We can upgrade an older computer, or replace it with a newer one, depending on cost and on a lot of other factors. A major factor is what we use our computer for, how much, and even whether it can or should be upgraded. .
- #666 Travel Info on Internet** **July 30** **10-12**
 The Internet can be the best friend to any potential traveler. Before you travel, you can find much information about the sites, the travel arrangements, reservations, the costs, etc. Then you can use the Internet to purchase tickets, reserve rooms, transportation, guides, and so on.

CLASSES AND SEMINARS

April – August 2014

IMPORTANT: Classes and Seminars will be in the Club's classrooms, on the school's lower level, (next to Rossmoor's FITNESS CENTER).

CLASSES				
601	Computer-1	Tu/Th	4/29---5/15	10am-12
612	Computer-1	Tu/Th	7/15---7/31	10am-12
602	Computer-2	Tu/Th	6/20---6/2	10am-12
603	Internet Email	Tu/Th	4/8---4/24	1-3pm
604	Internet Email	Tu/Th	5/20---6/5	1-3pm
611	Internet Email	Tu/Th	6/24---7/10	1-3pm
608	iPad Tablet	M/W	4/28---5/14	10am-12
609	iPad Tablet	M/W	5/28---6/16	1-3pm
610	iPad Tablet	Tu/Th	6/24---7/10	10am-12
607	Digital Photo-1	M/W	4/7---4/23	1-3pm
600	Excel-2	M/W	4/7---4/23	10am-12
605	Windows-8	Tu/Th	4/22---4/29	1-3pm
606	Windows-8	Tu/Th	5/1---5/8	1-3pm
613	Windows-8	Tu/Th	7/15---7/22	1-3pm

SEMINARS--WEDNESDAYS			
651	Files and Folders	5/21	10am-12
652	Protect Your Computer	5/21	1pm-3
653	Email and Attachments	6/4	10am-12
654	Shopping on the Internet	6/11	1-3pm
656	Email Plus	6/25	10am-12
657	Skype for You	6/25	1-3pm
658	Computer Q & A	7/2	10am-12
659	Download Information	7/2	1-3pm
660	Digital Cameras	7/9	10am-12
661	About the Internet	7/9	1-3pm
662	Safety & Security	7/16	10am-12
663	How to Save Data	7/16	1-3pm
664	Search and Find	7/23	10am-12
665	Upgrade a Computer	7/23	1-3pm
666	Travel Info on the Internet	7/30	10am-12

FREE	Beginner Prep & Mouse Class	Monday 4/28	1-3pm
	Beginner Prep & Mouse Class	Monday 7/14	10am-12

PLEASE ENROLL ME IN THE FOLLOWING CLASS(ES)

CLASS #	SUBJECT	FEE

(PRINT) YOUR NAME: _____

SIGN: _____

PHONE: _____



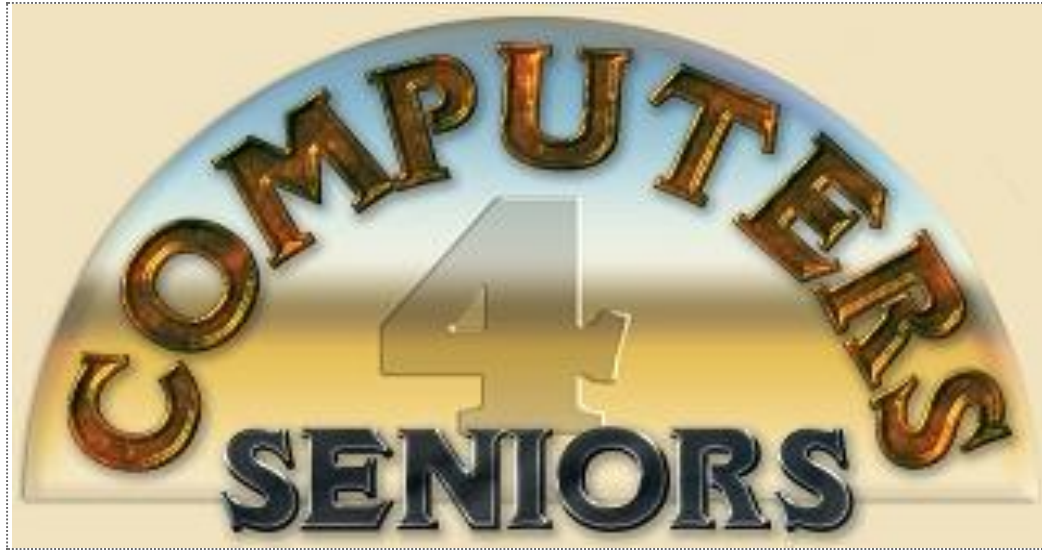
**At least 10 days before class starts,
Mail this form, with your check, to:**



COMPUTER CLUB OF ROSSMOOR
P. O. BOX 2070
WALNUT CREEK, CA 94595

- Classes are held in Computer Rooms A and B at the Acalanes Adult Center, on the lower level.
- Classes are \$45 (\$30 for current Club members). Seminars are \$15 each.
- Class space is limited; send in your reservation **now**.
- Please put class number on your check.
- Call 280-3984 for information or directions.

Please note—there can be NO refunds.



Computer Club of Rossmoor

<p><u>Officers:</u></p> <p>President Leonard Krauss</p> <p>Vice President Teresa Brock</p> <p>Secretary Muriel Wyro</p> <p>Treasurer Jim Bradley</p>	<p><u>Board of Directors:</u></p> <p>Jim Bradley</p> <p>Jan Barnes</p> <p>Teresa Brock</p> <p>Joan DeGanahl</p> <p>Monte Hall</p> <p>Bill Hammond</p> <p>Jan Hjorth</p> <p>Jo Jones</p> <p>Leonard Krauss</p> <p>Lynn Letteris</p> <p>Muriel Wyro</p>
<p><u>Past Presidents:</u></p> <p>Al Halpern</p> <p>Barney Teich</p> <p>Homer Myers</p>	<p><u>Kilobytes Staff:</u></p> <p>Editor Lynn Letteris</p> <p>Production Roxana Khachadourian</p> <p>Distribution Bill Hammond and Al Weiner</p>