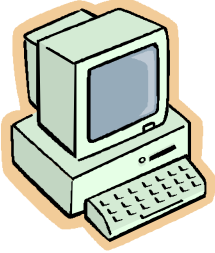


SCPD "Let's Compute" Computer Club



BITS & BYTES

WWW.SCPD-ComputerClub.org

February 2006 Volume XI Number 2



Digital Camera Guy at Feb 28th Meeting

The Pres Sez...

By Lyn Morse

Welcome to February, already! Do we really care if the groundhog sees its shadow? We're here in the Land of Warm and Blue skies.

PLEASE! Some people cannot read the sign on the lab door, or feel that it does not apply to them. If the door is locked; it's obvious that there is a class going on, but they still knock on the door to be let in: for a Bits and Bytes, to sign up for a class, to whatever! I've been told by Helen in Activities that people have come to her and complained that the door is locked. She tells them the same thing: it's a class and they shouldn't disturb it. She tells them to go online to get the class schedule. It's amazing that a non-member knows how the club operates, but some of our members either don't know or choose to make themselves above the rest of us who make the Club a smooth flowing group. If you see someone disturbing class, perhaps a word from you would help get the message across?

Don't Miss this Great Presentation

The feature program for the compute club's General Meeting on February 28 at 2:00 p.m. will be the return of The Digital Photo Guy, Lee Otsubo, presenting his Digital Camera Workshop. The



meeting will be held in Speakers' Hall and is for "Let's Compute" members only. So be sure to bring your membership card with you.

Lee will take you through Digital Camera for Newbies:

"Lee's Rule of 3's.

- 3 steps to setting up your camera
- 3 basic rules for composing better photos
- 3 popular ways to share and display your pictures.

Digital cameras are all about immediacy and fun! Learn to emphasize fun by joining the Digital Photo Guy for an informative and entertaining digital camera workshop. As the Digital Photo Guy, Lee has presented his Digital Camera Workshop series to over 10,000 enthusiasts from teenagers to active adults. Lee teaches digital photography in the Palomar College Venture Program and for Scrapbook EXPO shows throughout California. This will be his third time with Let's Compute.

Visit Lee's web site at www.thedigitalphotoguy.com to see a short Workshop demo video or watch a tutorial on using Windows XP.

The Pres Sez..

(continued from page 1)

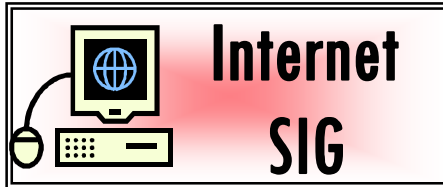
As of the general meeting, you are one of the 970 individuals who have joined Let's Compute. Look through the class schedule and you'll see that there are several new classes being offered. You, the members, make suggestions to Shelia and the Board, and we try to fill the need for you.

At the general meeting there was a representative from Office Max. They were one of the original "paper sponsors" for our general meetings, but pulled out two years ago. They are going to be building in La Quinta, so want to get back on track with us. Heidi, the rep, said she would have more paper available in exchange for those ink cartridges at the February meeting.

The Photoshop CS Presentation in a Box went well Thursday night in the lab. Twenty members showed up for a DVD presentation from the Boston Photoshop CS show. Everyone seemed to feel that it was worthwhile and wanted more presentations. After the showing, we critiqued the DVD for feedback to Peachpit Press, the sponsor of the Presentation in a Box.

The study has begun for the replacement of the PCs in the lab. We **hope** to have those switched out by the end of March. Yes, the current computers will be offered in a lottery even as the Macs were. Watch for information in a couple of months via your e-mail from Kent. As soon as the Board has everything in line, you'll be the first to know (if you check your e-mail.)

Happy Computing



By Terry Kay and
Kent McDonald

Attendance set a record with 43 members at the ISIG. A meeting announcement had been sent to all members of Let's Compute instead of just the attendees of the previous ISIG. Terry Kay, Kent McDonald and Kerry Greene acted as moderators for the meeting.

At the last meeting, Kent McDonald updated us on the capabilities of VOIP (Voice Over Internet Protocol). For those with a high usage need for international or even national long distance calls, VOIP needs to be considered. Kent had actually used the free SKYPE service to call long distance with excellent results. A promotion from SunRocket was described. It is another telephone service using your broadband Internet connection with a regular telephone. Although it is similar to the Vonage service, SunRocket costs 40% less. The December issue of Consumers Report has an interesting article on this topic.

Next, Terry inquired on how the new Verizon FIOS service was working at one member's home. The member was very happy with the installation and the performance which were as good as promised. Terry pointed out that anyone can check the performance of their Internet service by using the speed-test tool on the DSLReports.com web site. Also, other tools can be found by entering "speed test" in

Google search. For more information about FIOS, enter verizon fios into Google.

Terry Kay introduced the newly offered Google Pack, which consists of several free programs, including: Picasa, Firefox, Norton AntiVirus, Ad-aware SE, Adobe Reader 7; Google-Earth, -Screensaver, -Desktop, and IE Toolbar. We keyed in on Google Earth, a fantastic earth map with many controls to navigate to any spot on earth.

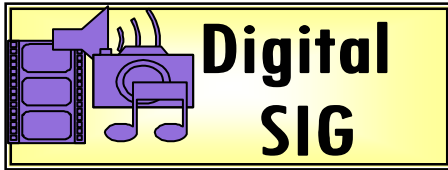
Our next meeting on February 14, will focus on "Security on the Internet". Kerry promises to demonstrate some Internet security software which he thinks should be installed on your PC for protection from virus/spyware threats.

Side note:

Terry Kay, also known as "The Commodore" of Sun City's DooDah Parade puts in this plug:



The Commodore says:
"Do the DooDah Apr 1, 2006"
For pics, go to
[http://community.webshots.com/
album/124309197jBvsdH](http://community.webshots.com/album/124309197jBvsdH)



By Jan Grenert

The January meeting kind of had a life of its own, following the interests of the members.

Kevin Gibbons presented a great slide show that he put together with Print Shop, using photos taken during the family get-together over Christmas. He had added music and eye-catching graphics to the photos. Kevin's work was projected on the large screen in the lab for all to enjoy.

Jim Calvert, who teaches Adobe Elements classes, gave the group an overview of the content of some of the classes he teaches. Jim had a puzzling question about the file size of graphic file in .jpg format that increased in file size when it was saved as a .psd file.

Kevin believes that it happens because graphic files are compressed when put into .jpg format and the .psd file format is not compressed. He used the analogy of the difference in size between a compressed (zipped) file and the same files after being decompressed (unzipped). The .psd extension signifies an uncompressed bitmap file format used by Adobe.

Eleanor Hunter brought in her new camera with a 'help!' look on her face, and several members did just that - helped Eleanor.

The next meeting is February 8 at 7:00 p.m in the lab.



By Kerry Greene

Have you noticed that as your computer gets older it gets slower too? What is one to do? We discussed some strategies to perk things up at the January Windows SIG meeting, which was generously attended by over 40 interested folks! We learned how to trim the fat off resource hogging applications and settings, how to maintain the hard drive and how to update and protect the computer from viruses and spyware. Thanks to the many questions on these subjects, the discussion remained lively with lots of little sidebars of additional information.

We learned how and when to use System Restore in Windows XP and how to reduce its folder size to create more disc space. We did the same thing with Temporary Internet Files, creating more room on the hard drive and actually speeding up Internet browsing (for Broadband users only).

We learned how to copy or transfer files and folders from the hard drive to a removable media device, such as a flash memory 'thumb drive'. We will continue this discussion at the next Windows SIG and learn how to use other forms of removable media.

Before transferring or copying files from your hard drive, it is a good idea to organize them into folders, so similar files are all in the same place.

Windows XP makes it very easy to do this, so we had a prac-

tical demonstration.

Many thanks to Jill Johnson for taking great notes, asking great questions, and making great suggestions.

Please join us at the next Windows SIG on Tuesday, February 21st at 7 pm. We will review and continue this discussion about learning more ways to breathe new life into our computers.



By Lyn Morse

Mac SIG met on Friday morning, January 23, with 21 people turning out to see what Kent McDonald had to share with us. We were not disappointed!

Kent had some New Year's Resolutions for us that made a lot of sense. Get a BackUp Drive and **USE** it frequently! Get an Uninterruptible Power Supply (UPS)! Buy Macaroni Utility and use it at least weekly (www.atomicbird.com).

He shared information that came out of MacWorld in San Francisco about the new Apple and the goodies it contained, amazingly at the same price as the last Apple. He also spoke to the new MacBook Pro features, the CoreDuo 2 GHz iMac features and what one gets when a subscription is bought to .Mac

Kent reminded us of how simple it was to protect our iPhoto and iTunes libraries by going onto the hard drive and clicking on **Pictures** in order to save the iPhoto Library to a DVD or external hard drive and then clicking on **Music** and doing the same with the iTunes folder. Doing that every once in a while saves gnashing of teeth later.

On your calendar, mark the third Friday of each month. That's when MacSIG meets at 9:00 in the lab.

NEW CLASSES THIS MONTH

Introduction to Computing and PowerPoint Presentations

This month Let's Compute will be offering two new PC courses, Introduction to Computing and Introduction to PowerPoint Presentations.

Introduction to Computing

This course provides students a practical understanding of Personal Computers and is geared for those who want to more effectively use PC's. Topics include: how to use computers, components of computers, what you can do with computers (software and applications) and the basics of using computers to communicate (Email, Internet, and Networking).

Students will learn basic terminology and concepts, as well as a hands-on practice with computer basics such as: using Microsoft Windows, files, emailing, finding information on the Internet, and word processing. The course will be offered on three Mondays, Feb. 6, Feb 13 and Feb 20 from 1:00 pm – 2:30 pm.

Introduction to PowerPoint Presentations

This course provides an introduction to PowerPoint and is geared for those who want to learn how to use Microsoft PowerPoint to create presentations, brochures, flyers and other graphic materials.

The topics which will be covered include: what is PowerPoint used for, how to plan a presentation, how to create a basic PowerPoint presentation and slide show, how to add special effects (slide transitions, graphics, sound, video, etc). Each student will plan, create a basic presentation and add special effects.

In addition, students will learn to use Open Office – Impress, a free program which is equivalent to PowerPoint, to create a graphic and presentation materials. The course will be held on two Tuesdays, Feb. 7 and Feb 14 from 1:00 pm – 2:30 pm.

These courses will be taught by Ron Ehrens. Ron can be reached at 760-200-5826, Email: re-hrens@dc.rr.com , if you have any questions.

Tracking Changes in a Word Document By Jan Grenert

Microsoft Word has lots of extra features, many of which we will never use, or even know they are available. Not all of you will have a use for this, but it's always fun learning something new. It is considered an advance class but it is fairly easy.

With the Tracking Changes feature turned on you can take an existing document, make changes, deletions, additions and still see the original document with the changes shown in colored text. You then can decide which changes you want to retain and which you want reject. A sample of a document with and without changes is in the Word sign-up notebook- #2. The class will be held on Feb.16 at 3:00.

New Macintosh Class AppleWorks Tips

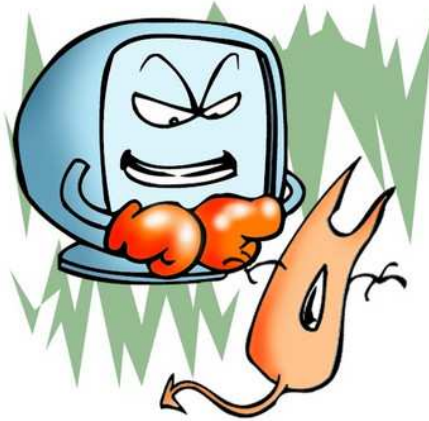
By Shirley Allan

The new class is called AppleWorks Tips, and it is for those of you that have already taken the AppleWorks classes. I have five years of AppleWorks Journals, so I spent a fun summer hunkered down rereading each 20 plus pages of each month's issues for items that were not in the AppleWorks classes. The tips are broken down into Word Processing, Data Base, Graphics, Draw and Preferences. Some Tips were taken from the excellent articles but many were taken from questions sent to the Journal and answered by experts. There will be handouts to take home to make you an expert too

Computer Safety by Barbara Kaye

How to Tell If Your PC is Infected with Malware

If you go online at all, either to get email or to “surf” the net, and you don't have software installed on your computer to PREVENT infection, assume that your PC is ALREADY infected. There is almost no doubt that your PC has some form of adware or spyware, otherwise known as MALWARE. You may not be concerned with this, but you should be. I have heard people say that they have nothing on their PC that would interest anyone. That is not entirely true. Although the goal of some malware is only to send you unwanted and annoying advertising pop-ups, others are more harmful. Some malware allows a stranger to control your PC remotely, helping him in his attempt to send out thousands of spam emails every day. This can slow your computer down to a crawl. Some malware may prevent your PC from updating Windows. This prevents future security holes from being patched. Some malware can even allow a stranger to “watch” you as you type in your password for your online banking, stock portfolio or email. This allows them to access your PRIVATE information and rob you. Some malware refuses to be purged from your PC, and the only way to get rid of it is to reformat your hard drive. This can cost you money. Don't take the threat of malware lightly. Remember that “MAL” is Latin for BAD. Be sure to install protection against this threat. Microsoft Antispyware, Spybot and Ad-Aware are all free. Be careful of some of the others, though. Some malware is presented to you, usually in a pop-up, as a way to REMOVE malware, but it really IS



malware itself. NEVER download ANYTHING that comes to you as a pop-up. ALWAYS keep your Windows up-to-date. When you see the little yellow shield in the lower right portion of your screen, click on it and follow the directions to update your Windows XP software. You can continue using your PC while the updates are installing. If you have an older version, you may see a screen open in the middle of your screen asking you to install critical updates. I know many of you ignore these, but they are very necessary. If you have Roadrunner, purchase a Broadband Router to hide your computer online, so hackers can't find you. Never allow your antivirus software to expire. If you don't want to go through the hassle of renewing online, download free antivirus from www.grisoft.com. If you have AOL, download AOL 9.0 Security Edition and their new FREE Safety and Security Center, which includes antivirus, anti-malware and a firewall. If you have Roadrunner, you can get EZARMOR, which is also free. Let's be safe out there!

Keeping Your Computer Safe – The Plot Thickens Sickens

In addition to having a surge suppressor, router and anti-virus, anti-spyware and anti-adware software on your computer, there is another important way to keep your computer safe from online attackers. You MUST make sure that all the updates for Windows are installed. Those of you who ignore the notifications that there are updates to Windows available for download are leaving your computer defenseless against a new kind of online threat—the spyware that installs ITSELF on your computer. It takes advantage of yet another hole in Windows' security. The first, and can we hope the LAST, of this kind of threat is called Spy Axe. Hackers find you online and place a program on your hard drive that causes a message to be displayed that your computer has been infected by “dangerous malware” and that you should click on the message to download the “most efficient anti-malware program to prevent data loss.” That software is called Spy Axe, which looks like an anti-spyware program, but it is really spyware itself. Even if you DON'T click, this “dangerous” malware is already on your computer. All you get if you DO click is a chance to pay for a program to remove that software. There are programs available to remove it for free, so please don't fall for this scam. Remember that “MAL” is from the Latin word for BAD. Please be safe out there in cyberspace and keep your Windows up to date. Visit www.microsoft.com to get the latest updates.

Labels on CD/DVDs

By Lyn Morse

I asked the following question of Andy Marken of Marken Communications. His answer was so thorough I thought it should be shared with Let's Compute.

Question: Is there a danger of corrupting files on a CD/DVD if a label is attached to it?

Andy had the following points to consider:

1. Cheap labels with ordinary glue can interact with the disc. Go with label solutions from reputable manufacturers who have developed the chemistries/solutions from the ground up.

2. You need a solid means of adhering the label to the disc without TOUCHING the label. Several units are available that press the label into place smoothly without hand contact. You can't afford to have wrinkles because that will cause rotation imbalance of the disc and player problems.

3. The label must be smooth across the entire surface because you need full/complete contact

4. We don't feel "comfortable" putting a labeled disc into a slot-loading player (i.e. in some car players). That's why printable surface media has become increasingly popular (that and the fact that combination printers are so cheap -- \$99 and below -- for inkjet units).

Andy encouraged me to look into a printer that printed directly onto the disc itself. For me, he recommended an Epson. I went online to Epson.com and found four models that fit my needs, beginning at \$99.99. Of course, printing directly onto the disc means a different and more expensive one than we are used to using. If you're interested, I highly recommend you check online for the various brands of printers.

Mac News and Notes

ADOBE READER VS. PREVIEW

Courtesy of MacHome

Q: How can I choose which application opens PDF files? Since I've upgraded to Tiger, when I double-click on PDF files, Preview opens, not Adobe Reader, and I want them opened by Reader.

A: This is a common source of confusion and frustration for many users and OS 10.4.4 adds a new wrinkle to it. So, let's start at the top. All OS X documents are assigned to a default application, and normally PDFs are handled by Preview. After you install Adobe Reader, however, you're asked if you want it to be the default application for viewing PDFs. Agree, and in one fell swoop, it takes responsibility for all such documents.

Some people like this, some people don't. And it seems that in the upgrade to OS 10.4.4, Preview reasserts control, taking over responsibility for PDFs. It's very easy to change, though, no matter what application you want to use to view PDFs. First, click a PDF once to highlight it and then choose File>Get Info. Midway down the information window, you'll see a section titled "Open with." Now click the caret next to the text to expand the section. A pop-up menu indicates that this file is currently being handled by "Preview (Default)" or "Adobe Reader (Default)." Choose the desired reader from the pop-up menu, and then click Change All. You're then asked to confirm the change; click Continue. All documents with the extension ".pdf" will now be opened by the application of your choice.

(You can use this trick to change other file/application match ups, too.)

Mac Laptops Welcome! by Shirley Allan

Yes, of course you can bring your laptops to my classes! Several members have asked if it is all right to bring your lap top to class. It only makes sense if you are familiar with your keyboard and your machine, to work on it as you take a lesson.

And now that we are speaking of Mac laptops, there is something you should know. If you purchase an iBook laptop, it will come with bundled programs such as AppleWorks because it is considered a "consumer" computer. If you purchase a Power Book, it probably will not come with bundled programs. I know some of you have purchased the Power Book lap top and thought you would get the bundled programs and didn't. You have to purchase the programs separately for Power Books. It is considered more of a "commercial" machine for those folks that do magazine layouts, drafting, etc. and therefore use specialized programs far more complicated than those for the general consumer. The same is true of the iMac, eMac and Mini Mac, all considered to be "consumer" computers as opposed to the Power Macs.

Consider this...

If you want to take your laptop into class, you may run into this problem: It is possible that the version loaded on the lab machines is not the same as the version on you laptop. In that case, your laptop may not reflect what you see on the screen. This could confuse you and distract the teacher and other students if you require special help. Check with the instructor when you sign up for the class to find out if your laptop program is the same version as the lab's machines.

February Class Schedule

DAY	DATE	TIME	CLASS	BOOK	TEACHER
Wed	Feb 1	9:00	Beginning PC – Part 1	3	Jim Calvert
		3:00	AppleWorks 1: Setting Preferences	1	Shirley Allan
Thurs	Feb 2	9:00	Transfers with PrintShop (PC)	4	Helen Barker
		1:00	Word 1 (PC)	2	Shirley Celli
		2:00	Word 2 (PC)	2	Shirley Celli
		3 – 4:30	Word 5 – Part 1 (PC)	2	Jan Grenert
Fri	Feb 3	9:00	Beginning PC – Part 2	3	Jim Calvert
		1 – 2:30	Excel – 1 (PC)	5	Walter Goldsmith
		4:00	PrintShop Greeting Cards 1 (PC)	4	Doris Keniry
Sat	Feb 4	10:00 to 12:00 Open Lab			
Mon	Feb 6	8:00	Windows XP Basics & Beyond Pt 1 of 5 (PC)	3	Kerry Greene
		9:00	Beginning PC – Part 3	3	Jim Calvert
		1 – 2:30	Introduction to Computing – Part 1 of 3 (PC)	2	Ron Ehrens
		3:00	Understanding Your Mac	1	Shirley Allan
Tues	Feb 7	8:00	Windows XP Basics & Beyond Pt 2 of 5 (PC)	3	Kerry Greene
		9:00	Beginning PC – Part 4	3	Jim Calvert
		1 – 2:30	Intro. To Power Point Presentations Pt 1 of 2 (PC)	5	Ron Ehrens
		3:30 – 5	Calling/Business Cards (Mac)	1	Lyn Morse
Wed	Feb 8	8:00	Windows XP Basics & Beyond Pt 3 of 5 (PC)	3	Kerry Greene
		9:00	Beginning PC – Part 5	3	Jim Calvert
		2:00	Files and Folders 1 (PC)	10	Murray Ross
		3:00	AppleWorks 2: Formatting Documents	1	Shirley Allan
		7:00 pm	DIGITAL SIG		Lab
Thurs	Feb. 9	8:00	Windows XP Basics & Beyond Pt 4 of 5 (PC)	3	Kerry Greene
		9:00	Simple Albums with Picture It! 2002 (PC)	19	Helene Barker
		1:00	Word 3 (PC)	2	Shirley Celli
		2:00	Word 3.5 (PC)	2	Shirley Celli
		3 – 4:30	Word 5 – Part 2 (PC)	2	Jan Grenert
Fri	Feb 10	8:30	Stickers Using Print Shop (PC)	4	Ann MacCabe
		1 – 2:30	Excel – 2 (PC)	5	Walter Goldsmith
		4:00	PrintShop Greeting Cards 2 (PC)	4	Doris Keniry
Sat	Feb 11	10:00 to 12:00 Open Lab			
Mon	Feb 13	8:00	Windows XP Basics & Beyond Pt 5 of 5 (PC)	3	Kerry Greene
		9:00	Elements Session 1 Part 6 (PC)	14	Jim Calvert
		1 – 2:30	Introduction to Computing – Part 2 of 3 (PC)	2	Ron Ehrens
		3:00	Create A Map To Your Home (Mac)	1	Shirley Allan
Tues	Feb 14	8:00	Elements Session 1 Part 7 (PC)	14	Jim Calvert
		9:00	Elements Session 1 Part 8 (PC)	14	Jim Calvert
		1 – 2:30	Intro.To Power Point Presentations Pt 2 of 2 (PC)	5	Ron Ehrens
		3:30 – 5	PhotoShop Elements – Working with Moire: Advanced (Mac)	1	Lyn Morse
		7:00 pm	INTERNET SIG		Lab

February Class Schedule

DAY	DATE	TIME	CLASS	BOOK	TEACHER
Wed	Feb 15	8:00	Elements Session 2 Part 6 (PC)	14	Jim Calvert
		9:00	Maintenance & Organization (PC)	12	Charlie Voelker
		2:00	Files and Folders 2 (PC)	10	Murray Ross
		3:00	AppleWorks 3: Editing Documents	1	Shirley Allan
Thur	Feb 16	8:00	Elements Session 2 Part 7 (PC)	14	Jim Calvert
		9:00	BOARD MEETING		
		1:00	Organizing Favorites		Shelia Harbet
		2:00	Windows Desktop & Shortcuts (PC)	3	Shelia Harbet
		3:00	Word – Tracking Changes (PC)	2	Jan Grenert
		7:00 pm	Beginning PC Part 1	3	Jim Calvert
Fri	Feb 17	8:00	Elements Session 2 Part 8 (PC)	14	Jim Calvert
		9:00	Mac SIG		Lab
		1 – 2:30	Excel – 3 (PC)	5	Walter Goldsmith
		4:00	PrintShop Greeting Cards 3 (PC)	4	Doris Keniry
Sat	Feb 18		10:00 to 12:00 Open Lab		
		12 - 4	Elements Basic 5 + 1 (Mac)	1	Lyn Morse
Mon	Feb 20	9:00	Elements Organizer Part 1 (PC)	14	Jim Calvert
		1 – 2:30	Introduction to Computing – Part 3 of 3 (PC)	2	Ron Ehrens
		3:00	Calling Cards & Graphics (Mac)	1	Shirley Allan
		7:00 pm	Beginning PC Part 2	3	Jim Calvert
Tues	Feb 21	8:00	Elements Part 1 (PC)	14	Jim Calvert
		9:00	Elements Organizer Part 2 (PC)	14	Jim Calvert
		1:30 - 3	Tips and Tricks (Mac)	1	Lyn Morse
		3:30 – 5	Digital Photo Pages (Mac)	1	Lyn Morse
		7:00 pm	WINDOWS SIG		Lab
Wed	Feb 22	8 – 9:50	Elements Basic 5+ 1 Workshop (Mac)	1	Lyn Morse
		2:00	Files and Folders 3 (PC)	10	Murray Ross
		3:00	AppleWorks 4: Graphics in Documents	1	Shirley Allan
		7:00 pm	Beginning PC Part 3	3	Jim Calvert
Thur	Feb 23	8:00	Elements Part 2 (PC)	14	Jim Calvert
		9:00	Elements Organizer Part 3 (PC)	14	Jim Calvert
		3:00	Digital Pictures in Word (PC)	2	Jan Grenert
		7:00 pm	Beginning PC Part 4	3	Jim Calvert
Fri	Feb 24	8:00	Elements Part 3 (PC)	14	Jim Calvert
		9:00	Elements Advanced Workshop (PC)	14	Jim Calvert
		1 – 2:30	Excel – 4 (PC)	5	Walter Goldsmith
		4:00	PrintShop Greeting Cards 4 (PC)	4	Doris Keniry
Sat	Feb 25		10:00 to 12:00 Open Lab		
Mon	Feb 27	8:00	Elements Part 4 (PC)	14	Jim Calvert
		9:00	Burning CDs (PC)	9	Jim Calvert
		3:00	Integrating Text & Graphics (Not for beginners) (Mac)	1	Shirley Allan
		7:00	Beginning PC Part 5	3	Jim Calvert
Tues	Feb 28	8:00	Elements Part 5 (PC)	14	Jim Calvert
		9:00	Burning CDs (repeat of 2/27) (PC)	9	Jim Calvert
		2:00	GENERAL MEETING		Speaker's Hall

February Class Listed Alphabetically

<u>Class</u>	<u>Date</u>	<u>Time</u>	<u>Class</u>	<u>Date</u>	<u>Time</u>
<u>AppleWorks series (Mac)</u>			<u>MAC SIG</u>	2-17	9:00
1 Setting Preferences	2-1	3:00	Maintenance & Organization – PC	2-15	9:00
2 Formating documents	2-8	3:00	Organizing Favorites – PC	2-16	1:00
3 Editing documents	2-15	3:00			
4 Graphics in documents	2-22	3:00	<u>PhotoShop Elements – Mac</u>		
Integrating Graphics and Text	2-27	3:00	Working with Moire - advanced	2-14	3:30+
			Basic 5 + 1	2-18	12 - 4
<u>Beginning PC series</u>			Basic 5 + 1 Workshop	2-22	8:00+
1 The mouse	2-1	9:00	<u>PhotoShop Elements – PC</u>		
2 The Keyboard	2-3	9:00	Session 1, part 6	2-13	9:00
3 Creating & Saving Files	2-6	9:00	Session 1, part 7	2-14	8:00
4 Saving Files to disc	2-7	9:00	Session 1, part 8	2-14	9:00
5 Beginning Spreadsheet	2-8	9:00	Session 2, part 6	2-15	8:00
1 The mouse	2-16	7:00pm	Session 2, part 7	2-16	8:00
2 The Keyboard	2-20	7:00pm	Session 2, part 8	2-17	8:00
3 Creating & Saving Files	2-22	7:00pm	Part 1	2-21	8:00
4 Saving Files to a disc	2-23	7:00pm	Part 2	2-23	8:00
5 Beginning Spreadsheet	2-27	7:00pm	Part 3	2-24	8:00
BOARD MEETING	2-16	9:00	Part 4	2-27	8:00
Burning CDs – PC	2-27	9:00	Part 5	2-28	8:00
Burning CDs – PC a repeat	2-28	9:00	<u>Organizer Series</u>		
Calling/business cards – Mac	2-7	3:30+	Part 1	2-20	9:00
Calling cards and graphics– Mac	2-20	3:00	Part 2	2-21	9:00
Create a Map to Your Home - Mac	2-13	3:00	Part 3	2-23	9:00
			Advanced workshop	2-24	9:00
DIGITAL SIG	2-8	7:00pm	Simple Albums with Picture It	2-9	9:00
Digital Photo Pages – Mac	2-21	3:30+	Stickers Using Printshop	2-10	8:30+
<u>Excel Series for the PC</u>			Transfers with Printshop	2-2	9:00
Excel 1	2-3	1:00+	Tips and Tricks – Mac	2-21	1:30+
Excel 2	2-10	1:00+	Understanding Your Macintosh	2-6	3:00
Excel 3	2-17	1:00+	Windows Desktop and Shortcuts	2-16	2:00
Excel 4	2-24	1:00+	Windows SIG	2-21	7:00pm
<u>Files and Folders Series – PC</u>			<u>Windows XP series</u>		
Part 1	2-8	2:00	Beyond the Basics 1	2-6	8:00
Part 2	2-15	2:00	Beyond the Basics 2	2-7	8:00
Part 3	2-22	2:00	Beyond the Basics 3	2-8	8:00
GENERAL MEETING	2-28	2:00	Beyond the Basics 4	2-9	8:00
<u>Greeting Card series - Print Shop - PC</u>			Beyond the Basics 5	2-13	8:00
Greeting Cards 1	2-3	4:00	Word Series - PC		
Greeting Cards 2	2-10	4:00	<u>Shirley Celli -Beginning Word</u>		
Greeting Cards 3	2-17	4:00	1 Creating a Basic Letter	2-2	1:00
Greeting Cards 4	2-24	4:00	2 Revising a Basic Letter	2-2	1:00
Integrating Graphics and Text	2-27	3:00	3 More business letter basics	2-9	1:00
INTERNET SIG	2-14	7:00pm	3.5 Envelopes and Labels	2-9	1:00
<u>Introduction to Computing series - PC</u>			<u>Jan Grenert - Advanced Word</u>		
Part 1	2-6	1:00+	Word 5.1	2-2	3:00+
Part 2	2-13	1:00+	Word 5.2	2-9	3:00+
Part 3	2-20	1:00+	Digital Pictures in Word	2-23	3:00+
<u>Introduction to PowerPoint Presentations – PC</u>			Word Tracking Changes	2-16	3:00+
Part 1	2-7	1:00+			
Part 2	2-14	1:00+			

A BIG VALENTINE THANK YOU

Pat Ackley
Dick Ackley
Shirley Allan
Larry Allen
Oscar Apoaca
Helene Barker
Dick Bennett
Felice Bourne
Jim Calvert
Shirley Celli
Dean Charley
Thelma Charley
Howard Chase
Pete Claar
Rose Cox
Shirley Cronin
June Cross
Bill Crowley
Frank Diaz
Jack Drill
Ron Ehrens
Mary Eppich
David Feign

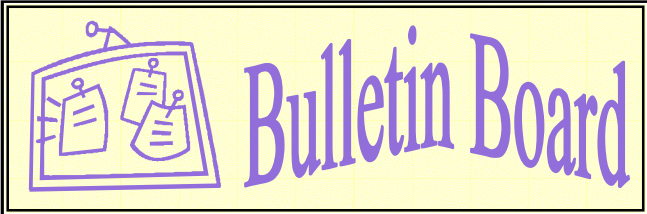
Liz Ferrel
Jean Ferrull
Richard Gregory
Jan Grenert
Dick Franzen
Kevin Gibbons
Walter Goldsmith
Kerry Greene
George Hans
Shelia Harbet
Jill Johnson
Terry Kay
Barbara Kaye
Sharon Keil
Doris Keniry
Fred Lieb
Lionel Leiter
Conrad Lembers
Betsy Lewis
Fred Lieb
John Manion
Anne McCabe
Ree McCarthy

Kent McDonald
Lyn Morse
Pat Myser
Judy Nay
Bob Osborn
Pat Palladino
Sheldon Plotkin
Howard Reese
Elizabeth Reisner
Donald Ronketty
Murray Ross
Leonette Rowe
Jim Schlienz
Harvey Schwartz
Dale Seffer
Lou Shapiro
Sandy Stanton
Norma Streeter
Moe Sullivan
Irene Ulsted
Charley Voelker
Beverly Yeh

TO ALL OUR VOLUNTEERS

We love you all!

February Monitor and Open Lab Schedule



Date	Day	Time	Time
		10-12	12-2
Feb. 1	Wed	C. Voelker	D. Feign
Feb. 2	Thurs.	N. Streeter	J. Drill
Feb. 3	Fri	H. Chase	J. Manion
Feb. 4	Sat	L. Rowe	
Feb. 6	Mon	B. Osborn	B. Crowley
Feb. 7	Tue	S. Cronin	H. Reese
Feb. 8	Wed	C. Voelker	F. Lieb
Feb. 9	Thu	N. Streeter	J. Drill
Feb. 10	Fri	H. Chase	J. Manion
Feb. 11	Sat	L. Rowe	
Feb. 13	Mon	B. Osborn	B. Crowley
Feb. 14	Tue	S. Cronin	H. Reese
Feb. 15	Wed	C. Voelker	F. Lieb
Feb. 16	Thu	R. McCarthy	J. Drill
Feb. 17	Fri	B. Yeh	J. Manion
Feb. 18	Sat	L. Rowe	
Feb. 20	Mon	B. Osborn	B. Crowley
Feb. 21	Tue	S. Cronin	H. Reese
Feb. 22	Wed	C. Voelker	F. Lieb
Feb. 23	Thu	N. Streeter	J. Drill
Feb. 24	Fri	M. Sullivan	J. Manion
Feb. 25	Sat	L. Rowe	
Feb. 27	Mon	B. Osborn	B. Crowley
Feb. 28	Tue	S. Cronin	H. Reese

This Bulletin Board is a service for our club members only. Use the Bulletin Board to sell, give away, buy or exchange computer related items. Send an email to Jan Grenert at jgrenert@dc.rr.com with the following information:

- ◆ A description of the item and whether you want to buy, sell, exchange or give away.
- ◆ Your name, phone number and/or email address.

Let's Compute is not responsible for the items posted or any dispute resulting from any type of exchange.

For sale:
 Used Indigo Blue iMac. 400 MHz G3 PowerPC 750, 10 GB Hard Drive, 576 MB RAM, OS 10.2.8 plus OS 9.2.2, 15 in. CRT, CD/DVD ROM Drive, plus more features. Call Kent McDonald at 345-2931 for more information.

Wanted:
 Do you have a computer or peripheral that you want to dispose of? I will take it. Contact Barbara Kaye at 772-6520 or email barbarak1775@aol.com

Wanted:
 Computers, monitors and other peripherals, working or "dead". I will take them. Contact Shelia Harbet at 360-7146 or email shelia@csun.edu.



Remember to have your membership card with you when you enter the lab or when attending any of the SIGs or General Meetings. If you haven't picked up your card yet, you can come in during open lab time and the monitor will help you. Or, you can pick up your card at the General Meetings.

February General Club Information

DIGITAL SIG

Feb. 8, 7:00 p.m.

INTERNET SIG

Feb. 14, 7:00 p.m.

BOARD MEETING

Feb 16, 9:00 a.m.



MAC SIG

Feb 17, 9:00 a.m.

WINDOWS SIG

Feb 21, 7:00 p.m.

GENERAL MEETING

Feb 28, 2:00 p.m.

"Let's Compute" Officers

Lyn Morse, President	345-4466	lynmorse@aol.com
Bill Crowley VP Programs	772-2828	wcrowley1@dc.rr.com
Shelia Harbet, VP Education	360-7146	shelia@csun.edu
Kent McDonald, VP Communications	345-2931	rkmcdonald@earthlink.net
Jan Grenert, Secretary, Newsletter Editor	360-9085	jgrenert@dc.rr.com
Jack Drill, Treasurer	345-8709	jdrill@dc.rr.com
Barbara Kaye, VP Maintenance	772-6520	barbarak1775@aol.com

Welcome New Monitors Pat and Dick Ackley

Volunteer Coordinator: Sharon Kiel

If you would like to be a volunteer call Sharon at 772-0745

Committee Chairs

Betsy Lewis	Audit Committee
Moe Sullivan	Monitor Coordinator
Jack Drill	35 MM Scanner Coordinator
Richard Gregory	Budget Committee
June Cross	Computer Sale
Doris Keniry	Paper Exchange Coordinator

February Teachers

Shirley Allan	345-5087
Helene Barker	360-5713
Jim Calvert	772-6710
Shirley Celli	345-7159
Ron Ehrens	200-5826
Walter Goldsmith	772-8448
Kerry Greene	200-1551
Jan Grenert	360-9085
Shelia Harbet	360-7146
Doris Keniry	345-3464
Anne Macabe	
Lyn Morse	345-4466
Murray Ross	360-0145
Charlie Voelker	345-0123

February Lab Monitors

Howard Chase	Fred Lieb	Leonette Rowe
Bill Crowley	John Manion	Moe Sullivan
Shirley Cronin	Ree McCarthy	Norma Streeter
Jack Drill	Bob Osborn	Charlie Voelker
David Feign	Howard Reese	Beverly Yeh

35 MM Scanner Monitors

Felice Bourne	Sheldon Plotkin	Leonette Rowe
Pete Claar	Conrad Lembers	Harvey Schwartz
Walter Goldsmith	Jack Drill	



Publication of the SCPD
 "Let's Compute" Computer Club
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 Palm Desert, CA 92211
 e-mail: letscompute@earthlink.net

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