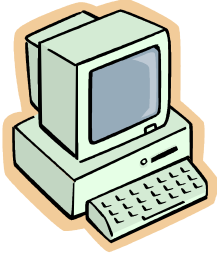
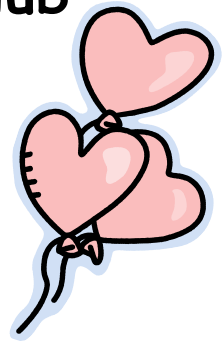


SCPD "Let's Compute" Computer Club



BITS & BYTES



WWW.SCPD-ComputerClub.org

February 2004 Volume VIV Number 2

The Dragon Comes in February!

From the President

By Sheldon Plotkin

As you read this column, I can visualize saying to yourself, how many times do I have to see this? And I say, as many times as I need to repeat it. Rules are required in every smooth, functional organization and "Let's Compute" Computer Club is no exception.

To be a member of the club, you must be a resident homeowner or a renter, and pay \$25 dollars annual dues.

As a member, you can signup for classes, attend the general meeting each month and use the lab facilities.

Monday thru Friday, between 10 AM and 1 PM, the computer room is open to the membership. A monitor is always present to assist you in signing up for classes and to answer any questions you may have.

Always sign the attendance sheet when you enter the computer room.

Please, do not enter the Lab when a class is in session. You have access to the computer

Continued on page 2

General Meeting February 24

This may be the Year of the Monkey on the Chinese Zodiac, but our general meeting this month features Dragon Naturally Speaking, a speech-recognition software program presented by Rich Blumenthal.

Rich will be demonstrating how the software converts the spoken word into editable text and executable commands that your computer diligently accepts. Dragon Naturally Speaking Preferred Version 7 is the ultimate in speech-recognition software. In addition to creating text through dictation, the program supports macros that can be used to quickly pull up boilerplate text, standard paragraphs and graphics. Dragon can be used to prepare e-mails, spreadsheets and graphs on Excel, as well as navigating the Internet hands free.

Rich's presentation will be a combination of the features of Dragon and lots of Tips and Techniques for better dictation. There will be ample opportunities for Q & A throughout the presentation.

Calvert's Corner

By Jim Calvert

This month I have a couple of computer tips to pass along. Sometimes you have an Email you wish to forward to a friend, but if you just click the "Forward" button, you may be sending along all those other unwanted Email addresses that are part of this message. To clean things up you can copy just the message in a new Email. To do that, left click at the beginning of the part you want to send, hold down the "Shift" key and click at the end of the part you want to send. This will highlight everything in between clicks. Click on "Edit" on the Menu bar at the top of the screen and click on "Copy." Open a new, blank Email form. Click in the message part of the new message to get the blinking cursor. Click on "Edit" again and click on "Paste." The text you highlighted will be copied into the new Email. This technique can also be used if you want to print only a portion of a long article

Continued on page 2

From The President

(Continued from page 1)

room to sign-up for classes or to obtain the schedule of classes from 10:00 AM to 1:00 PM.

All one hour classes end ten minutes before the next class. This allows everyone to gather up their papers and leave the Lab in order to allow the next class to take their place at a computer.

The Board of Directors wants everyone to enjoy the Computer Club and participate in the learning process.

Calvert's Corner

(Continued from page 1)

from the Internet. Here we copy the part we wish to print and paste it into a word processor document, then print from the document. Let us imagine you are reading an article you found on the Internet, and you wish to print just one important paragraph. First, open a word processor document. Now you have more than one program open. Click the item on the Task bar at the bottom of the screen that returns you to the Internet and your paragraph. Click and drag a little to start the highlight at the beginning, hold down the "Shift" key and click at the end of the paragraph. You have highlighted the part you want to print. Click on "Edit" on the Menu bar and click "Copy." Click on the item on the Task bar that moves you back to the blank word processor document, probably "Document 1" if you opened Word. Click on "Edit" again and click on, "Paste." Print your new document. You

can also save your new document for further reference. You can also use your keyboard for "copy and paste." Holding down the "Control" key and tapping the "C" key will copy. Holding down the "Control" key and tapping the "V" key will paste.

ANNUAL COMPUTER CLUB ELECTIONS

Jill Johnson has been appointed to head up the Nominating committee for election of Officers for the year 2004-2005. If you would like to work with Jill on the committee, she is looking for two more people to help. If you would like to run for a position on the Board, contact Jill Johnson at 772-4809 and let her know in which Board position you are interested



By James Bell

Welcome to our first SIG meeting of 2004. We hope that you all got some new Mac stuff in your Christmas stocking that you can share with us during the year. With the exception of this month, we are still on the same monthly schedule of the third Friday at 9:00 AM. The February meeting will be on **Feb 13**. Mark up your calendars now for the rest of the year.

The meeting of January 16th got underway with Lyn Morse as the moderator. Since Lyn got to the Lab early, she decided to

clean up some of her files and found a MAC SIG Bulletin from February 2001 listing from A to Z all the shortcut keys which she printed out for those in attendance. Something to stick on the wall for easy reference. (Thank you, Lyn.) Another tip was concerning how to tell the difference on unmarked discs which side is up. Just run the tip of your finger around the hub; the side with the ridge is the back and the smooth side is the top. We only mention this because some of the stacks of discs on sale have no m a r k i n g s .

Lyn gave a demo on how to change the usual folder image to an icon that describes the contents of the folder, such as a car emblem to identify car repair data. Shirley Allen reported that Apple Works has been updated to 6.2.9. This can be downloaded at www.apple.com/. Also, a shareware program that will give you a font book for handy reference can be found online at www.lemkesoft.com.

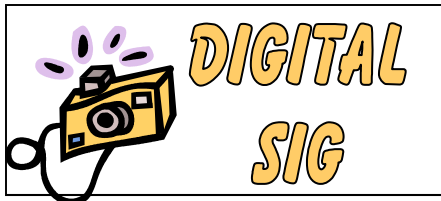
Another useful tip was deleting non-sequential items by holding down the command key while selecting. Just a sample of the valuable tips to be gained at a M a c S I G m e e t i n g .

Shirley Allen will be doing double duty teaching in February, and we are looking for more MAC teachers. Anyone who has a favorite program that they use such as iTunes, iPhoto or any MAC program, come forward and teach. Just get in touch with Lyn for details.

Hope to see you at the February 13th SIG. Get there early !

Correction Note: The address for MacJanitor should read:

http://personalpages.tds.net/~brian_hill/macjanitor.html



By Jill Johnson

Our January 14th meeting was FUN, FUN, FUN and very informative. Jan Grenert, our faithful Moderator, welcomed two new members, Shanti and Gary Kelly. Twenty three members attended.

Lyn Morse brought up suggestions of possibly forming a Digital Movie SIG. Another suggestion was Field trips for Digital photo shoots. This suggestion met with interest and will be planned as a future event.

Jim Calvert shared his discovery of a slide Show program, called "DVD PIXPLAY", using 30 photos with music and then burning to a CD. The CD is then playable on a DVD player. It is free software off the Internet. A more complete program can be purchased for \$19.70.

Jim also demonstrated how to download a program and save it on a CD. He also showed us that the "Windows Media Player" Program has a great Tutorial which is very helpful.

Another good program Jim suggested is "Roxio Easy CD Creator". His demonstrations were so helpful to us all.

Pete Claar shared his wonderful Panorama of 8 "Stitched" photos which he had taken with his Video Movie camera in "Still" mode. He accomplished this by using his new "Canon Photo Printer". A truly beautiful result. Pete will give a demonstration on stitching pictures at the next meeting.

Members had been asked to bring in their digital cameras and then explain what they liked and dislike about their camera. We then had a "show and tell" by several members about their individual cameras. We had a very detailed and invigorating meeting.

Make sure you mark your calendars for next month's GREAT meeting on **February 11th**, with Pete Claar demonstrating his "How-to-stitch-photos". This will be most interesting and helpful in our Digital photo hobby endeavors!



By Jan Grenert

The Windows SIG group filled the lab at the Jan 21 meeting. Jim Calvert was the moderator for the evening. He emphasized that all SIGs offer an opportunity for members to explain what problems they are having and for other members to offer suggestions from their experiences.

"Run Time Error" message in Word.

- Brower shutting down before a Windows Update was completed downloaded
- How to make a photo file small enough to send by e-mail.

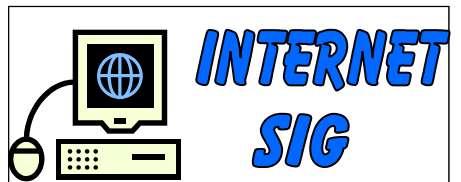
Jill Johnson gave a tip on how to speed up Roadrunner when the service starts to slow down. Jill also gave an e-mail tip for Outlook Express.

Jim demonstrated how to create a keyboard short cut key utilizing the Ctrl+ Alt + (another key).

Jim also showed the members

how to access Microsoft XP Interactive Training that is included with every Windows XP software.

If you are wishing you knew the solution to some of these problems, well, there just isn't room to explain here. Why not plan to attend the next Windows SIG on **Wednesday, February 18 at 7:00 p.m.** and bring in your questions.



By Kent McDonald

The January 13th ISIG was devoted to Accessing Your E-Mail While Traveling.

Kent McDonald talked about the problem faced by many of the part-time residents here; they need an E-Mail solution that works in two different cities. Also, anyone who travels on vacation would like to check their mail on the road, whether or not they have a laptop computer.

The AOL, Yahoo and Hotmail users have the easiest time because those systems work the same, no matter where you are. Earthlink and RoadRunner high-speed users have to use some type of web mail access, which entails using another address book, unless they have laptop computers. Then, they would be able to dial up their providers and get all the features they have at home, except the speed. The next ISIG is on **February 10th at 7 PM.**

Have You Changed Your E-mail Address?

By Kent McDonald



Your club sends out meeting announcements and monthly class schedules that you should receive by E-mail. If you are not getting these, then the club may have the wrong address for you in our files. You may have changed Internet providers or upgraded to high-speed service without notifying the club. When we send mail to an invalid address, we get a "bounce" message back. We don't have the time to call all of you whose message bounced.

Please notify our membership chairman of changes at rkmcdonald@earthlink.net so we can keep the records current.

Old Computer Equipment

Once again, the Board is asking that you not drop computer equipment or books off in the lab. While the Board appreciates that you may no longer have a use for outdated computers, that also holds true of Let's Compute.

There is a need for old computers, however, in the Valley. Please contact Denise Welch of Computerworks. Denise has a group that takes old equipment and makes sure it's in good working order and then finds a home for it. Please contact Denise at 341-3438, or at computerworks1@thegrid.net

What's going on there?

By Jan Grenert



For those of our members who have not attended one of the Computer Club's General Meetings, you are missing a lot.

Only four of the meetings during the year are held for taking care of the business of the club and even those meetings are not exactly boring because we also have some type of program that is interesting and informative. The rest of the general meetings feature programs presented by software, hardware and other businesses related to the computer world.

Lyn Morse, VP of Programs, has been very successful in obtaining these presenters for past meetings:

- October - Digital Photo Workshop
- November - Microsoft
- January - Klassic Specialties
- February - Dragon Naturally Speaking

In future months we are anticipating programs by Corel, NIK and a genealogy presentation by our own Barbara Kaye.

Many of the presenters also bring door prizes to be given away at the meeting. In addition to those prizes, Let's Compute always has a group of door

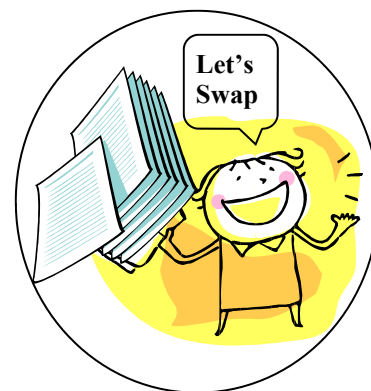
prizes to give away. Members are given a raffle ticket when they check in at the door. At the end of the meeting, the numbers are drawn and the lucky winners go home happy.

Last month's prizes and winners were;

Vickie Woods, Photo Paper
Marshall Bryant, Screen Saver
Marty Fields, Fabric Sheets
Jack Drill, Water Colors Sheets
Don Zelledon, Encarta Software
Jim Bell, Special Paper
Kathy Meade, CD Stomper
Donna Hillman, Special Paper
Ron Sokolov, Encarta Software

Twenty of the members attending the meetings can also get reams of paper in exchange for certain brands of empty ink cartridges. Several merchants, Office Depot, Office Max and Staples are participating.

If you're planning on being one of the 20 people to receive a free ream of recycled paper for your printer, remember it's the first 20 people who give Lyn an HP, Epson or Lexmark printer cartridge. You'll find her up front with the paper. Yes, we'll be doing this each month, as long as the interest is there. The only change might be the number of reams available for give away.



A Computer Tip to Remember

By Kerry Greene

Recently I was helping a friend set up his new Dell computer, which offered 6 months of free AOL. Now, this is a nice deal, worth close to \$150 based on the going monthly rate for AOL unlimited dial-up service. In the process, we learned some things that you may want to know.

First – if you have a current AOL account, you cannot apply this free period to that account. You must open a new account (resulting in a new email address) to get the free six months. Your old account will continue to be billed unless you close it. This may not be a bad idea if you are receiving tons of SPAM email – get a fresh start with a new address. Of course, you must notify all of your contacts regarding your new email address, and you also must figure out how to migrate your address book from your old AOL account to your new one.

We also learned that you must take special steps to get the full six months of free AOL.

After your new account is all set up, type PARTNER PROMOTIONS in the AOL keyword field. You will be directed to a web page that explains how to take full advantage of the free six-month offer. Print out the form that is provided there, and then fill in the requested information. Send the form to AOL, along with a copy of your original sales receipt for your new computer or other participating partner.

We were disappointed that not all of the above information was made apparent in the setup documentation for the new computer or for the AOL account. We learned this just by chance during a phone call to AOL Tech Support for an unrelated issue.

Perhaps this article will help some of you avoid future problems or misunderstandings regarding free services. Nothing is free – you have to work for it.

MacIntosh Tips

By Shirley Allan

In the middle of January, Apple issued an update to AppleWorks. It did not come through Software Update" because AppleWorks does not come loaded on Apple's "professional" machines. The update is free for most home users though. Go to <http://www.apple.com/appleworks> and look for AppleWorks updater 6.2.9. This update for Mac OS 10.1 and later, provides improvements to printing, the presentation module and the spreadsheet module. It also provides support for web based templates and mice with scroll wheels. You must have AppleWorks 6 on your machine in order to get this update. There is also an update for Mac OS 8.1 through 9. In OS X, you can select multiple nonconsecutive items by holding down the command key as you click. Among other things, this trick allows you to select nonadjacent files in the Finder, nonadjacent images

in iPhoto and even nonadjacent text elements in Microsoft Word.

OS X's Login Items is a reincarnation of OS 9's Startup Items Folder. Instead of dragging item aliases into the folder buried within the System Folder, however, Login Items is an independent System Preference. Choose System Preferences from the Apple Menu or Dock and Click on Login Items. Simply drag and drop any items you want to have launched (opened) when you startup your Macintosh. You can hide the items in the background during their launch by checking the small box adjacent to the item name. Speaking of startup, I am often asked the question "should I leave my iMac on or turn it off?" I have never found a definite answer to that one, so I split the difference. I start up my iMac in the morning, put it to sleep when I am not using it during the day and shut it down at night (well, at least most of the time, unless I forget).

If you don't want your fonts shown in actual typeface (it is groaningly long for them to come up), there is a shareware program you might be interested in. It is called FontBook and program can be found at www.lemkesoft.com The price is \$10.00, and you can make a specimen copy of all your fonts in several different ways. Printing a font book allows you to turn off your actual fonts and search for them by name only. Until we all get "Panther" a.k.a OS 10.3, which comes with the capability to disable fonts and FontBook is a good substitute.

February Classes Listed By Date

Day	Date	Time	Class	Book	Teacher		
Mon	Feb 2	8:00	Word 1 – Creating a Basic Letter (PC)	2	Walter Goldsmith		
		9:00	Word 2 – Revising a Basic Letter (PC)	2	Walter Goldsmith		
		2:00	Free Digital Slideshow Programs 2 hour Class (PC)	6	Larry Allen		
		7:00	Beginning PC – 1 Using the Mouse	3	Jim Calvert		
Tues	Feb 3	9:00	Windows XP – Beyond the Basics Part 1 (PC)	3	Kerry Greene		
		1:00	Scanner 1 (PC/Mac)	6	Pete Claar		
		2:00	Norton Antivirus (PC)	11	Barbara Kay		
		3:00	Managing Files and Folders – 1 (PC)	13	Murray Ross		
		7:00	Beginning PC – 2 Using the Keyboard	3	Jim Calvert		
Wed	Feb 4	9:00	Windows XP – Beyond the Basics Part 2 (PC)	3	Kerry Greene		
		1:00	REALLY Basic Internet (PC/Mac)	7	Dave Allan		
		2:00	AppleWorks – Setting Preferences (Mac)	1	Shirley Allan		
		3:00	Word 5 – Part 1 (1½ hour) (PC)	2	Jan Grenert		
		7:00	Beginning PC – 3 Creating and Saving Files	3	Jim Calvert		
Thurs	Feb 5	8:00	Manage your Finances with Quicken 5 (PC/Mac)	8	Jim Chapman		
		9:00	Windows XP – Beyond the Basics Part 3 (PC)	3	Kerry Greene		
		1:00	Having Fun with Photoshop Part 5 (PC)	6	John Wolfersberger		
		2:00	Having Fun with Photoshop Part 5 (PC)	6	John Wolfersberger		
		3:00	Spreadsheets 1 – Introduction (PC)	13	Murray Ross		
Fri	Feb 6	7:00	Beginning PC – 4 Saving Files to a Floppy Disc	3	Jim Calvert		
		9:00	Windows XP – Beyond the Basics Part 4 (PC)	3	Kerry Greene		
		1:00	Excel 1 (PC)	5	Walter Goldsmith		
		2:00	Excel 2 (PC)	5	Walter Goldsmith		
		4:00	Printshop Greeting Cards 1 (PC)	4	Doris Keniry		
Sat	Feb 7	7:00	Beginning PC – 5 Beginning Spreadsheet	3	Jim Calvert		
		10:00 to 12:00	Open Lab				
		Mon	Feb 9	8:00	Word 3 - More Letter Basics (PC)	2	Walter Goldsmith
				9:00	Word 3.5 Envelopes and Labels (PC)	2	Walter Goldsmith
				1:00	Taming Jaguar – Part 1 (OS 10-2) (Mac)	1	Shirley Allan
2:00	Digital Magic Calling Cards 1 – PrintShop (PC)			6	Larry Allen		
Tue	Feb 10	9:00	Beginning PC/Windows 1 – Using the Mouse	3	Kerry Greene		
		1:00	Scanner 2 (PC/Mac)	6	Pete Claar		
		3:00	Managing Files and Folders – 2 (PC)	13	Murray Ross		
		7:00	Internet SIG – Everyone welcome (No Sign up)				
Wed	Feb 11	9:00	Beginning PC/Windows 2 – Using the Keyboard	3	Kerry Greene		
		1:00	Burning CDs (PC)	9	Jim Calvert		
		2:00	Appleworks – Formatting Documents (Mac)	1	Shirley Allan		
		3:00	Word 5 Part 2 (1½ hours) (PC)	2	Jan Grenert		
		7:00	Digital SIG – Everyone Welcome (NO Sign up)				
Thurs	Feb 12	8:00	Manage your Finances with Quicken 6 (PC/Mac)	8	Jim Chapman		
		9:00	Beginning PC/Windows 3 - Working with Files	3	Kerry Greene		
		1:00	Having Fun with Photoshop Part 6 (PC)	6	John Wolfersberger		
		2:00	Having Fun with Photoshop Part 6 (PC)	6	John Wolfersberger		
		3:00	Spreadsheets 2 – Formulas, Repetitive Calculation, and Printing (PC)	5	Murray Ross		
Fri	Feb 13	8:00	Beginning PC/Windows 4 - Saving Files to a Disk	3	Kerry Greene		
		9:00	Mac SIG – Everyone Welcome (NO Sign up)				
		1:00	Excel 3 (PC)	5	Walter Goldsmith		
		2:00	Excel 4 (PC)	5	Walter Goldsmith		
		4:00	Printshop Greeting Cards – Part 2 (PC)	4	Doris Keniry		
Sat	Feb 14	10:00 to 12:00	Open Lab				
Mon	Feb 16	9:00	Email for Beginners (PC)	7	Kerry Greene		
		1:00	Taming the rest of Jaguar (OS 10-2) (Mac)	1	Shirley Allan		
		2:00	Free Digital Slideshow Programs 2 hours (PC)	6	Larry Allen		

February Classes Listed By Date

Day	Date	Time	Class	Book	Teacher
Tues	Feb 17	9:00	Internet for Beginners (PC)	7	Kerry Greene
		1:00	Scanner 3 (PC/Mac)	6	Pete Claar
		2:00	Board Meeting		
Wed	Feb 18	9:00	Windows Maintenance and Organization (PC)	12	Charley Voelker
		1:00	Burning CDs (PC)	9	Jim Calvert
		2:00	Appleworks – Editing Documents (Mac)	1	Shirley Allan
		3:00	Word 6 (PC)	2	Jan Grenert
		7:00	Windows SIG – Everyone Welcome (No Sign up)		
Thurs	Feb 19	8:00	Manage your Finances with Quicken 7 (PC/Mac)	8	Jim Chapman
		9:00	Crafts with Art Explosion (PC)	6	Golden Gals
		1:00	Having Fun with Photoshop Part 7 (PC)	6	John Wolfersberger
		2:00	Having Fun with Photoshop Part 7 (PC)	6	John Wolfersberger
		3:00	Spreadsheet 3 - Household Cash Flow analysis (PC)	5	Murray Ross
Fri.	Feb 20	8:00	Word 1 – Creating a Basic Letter (PC)	2	Shirley Celli
		9:00	Word 2 – Revising a Basic Letter (PC)	2	Shirley Celli
		2:00	REALLY Basic Internet (PC/Mac)	7	Dave Allan
		3:00	Basic Research & Tracking Stocks on Internet (PC/Mac)	7	Dave Allan
		4:00	Printshop Greeting Cards – Part 3 (PC)	4	Doris Keniry
Sat	Feb 21	10:00	Open Lab		
		12:00	Digital Art SIG– Everyone Welcome (No Sign up)		
Mon.	Feb 23	9:00	Email using Outlook Express Part 1 (PC/Mac)	7	Kerry Greene
		1:00	Creating and Sorting Lists & Making Labels (Mac)	1	Shirley Allan
		2:00	Digital Magic Calling Cards 2 – PrintShop (PC)	6	Larry Allen
		7:00	Beginning PC – 1 Using the Mouse	3	Jim Calvert
Tues	Feb 24	9:00	Email using Outlook Express Part 2 (PC/Mac)	7	Kerry Greene
		2:00	Monthly General Meeting		
		7:00	Beginning PC – 2 Using the Keyboard	3	Jim Calvert
Wed	Feb 25	9:00	Email using Outlook Express Part 3 (PC/Mac)	7	Kerry Greene
		1:00	Appleworks – Using Graphics in a Document (Mac)	1	Shirley Allan
		2:00	Word Draw (2 hours) (PC)	2	Jan Grenert
		7:00	Beginning PC – 3 Creating and Saving Files	3	Jim Calvert
Thurs	Feb 26	8:00	Manage your Finances with Quicken 8 (PC/Mac)	8	Jim Chapman
		9:00	Email using Outlook Express Part 4 (PC/Mac)	7	Kerry Greene
		1:00	Having Fun with Photoshop Part 8 (PC)	6	John Wolfersberger
		2:00	Having Fun With Photoshop Part 8 (PC)	6	John Wolfersberger
		3:00	Spreadsheet Part 4 – Special Topics (PC)	5	Murray Ross
		7:00	Beginning PC – 4 Saving Files to a Floppy Disc	3	Jim Calvert
Fri	Feb 27	8:00	Word 3 - More Letter Basics (PC)	2	Shirley Celli
		9:00	Word 3.5 Envelopes and Labels (PC)	2	Shirley Celli
		2:00	Digital Camera (2 hours) (PC/Mac)	6	Donna Szostak
		4:00	Printshop Greeting Cards – Part 4 (PC)	4	Doris Keniry
		7:00	Beginning PC – 5 Beginning Spreadsheet	3	Jim Calvert
Sat	Feb 28	10:00 to 12:00	Open Lab		

February Classes 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>			INTERNET SIG	2-10	7:00pm
Setting Preferences	2-4	2:00	MAC SIG	2-13	9:00
Formatting Documents	2-11	2:00	Managing Files & Folders, pt. 1	2-3	3:00
Editing Documents	2-18	2:00	Managing Files & Folders, pt 2	2-10	3:00
Creating & Sorting List & making labels	2-23	1:00	Norton Antivirus	2-3	2:00
Using Graphics in a Document	2-25	1:00			
Basic Research & Tracking Of Stocks & Mutuals (Mac/PC)	2-20	3:00	<u>PhotoShop series (PC)</u>		
<u>Beginning PC series</u>			PhotoShop, Fun with...pt. 5	2-5	1:00
1 The mouse	2-2	7:00pm	PhotoShop, Fun repeat of pt. 5	2-5	2:00
2 The Keyboard	2-3	7:00pm	PhotoShop, Fun with...pt. 6	2-12	1:00
3 Creating & Saving Files	2-4	7:00pm	PhotoShop, Fun repeat of pt. 6	2-12	2:00
4 Saving Files to disc	2-5	7:00pm	PhotoShop, Fun with...pt. 7	2-19	1:00
5 Beginning Spreadsheet	2-6	7:00pm	PhotoShop, Fun repeat of pt. 7	2-19	2:00
1 The mouse	2-10	9:00	PhotoShop, Fun with...pt. 8	2-26	1:00
2 The Keyboard	2-11	9:00	PhotoShop, Fun repeat of pt. 8	2-26	2:00
3 Creating & Saving Files	2-12	9:00	<u>Quicken series</u>		
4 Saving Files to disc	2-13	8:00	Manage Your Finances, pt. 5	2-5	8:00
1 The mouse	2-23	7:00pm	Manage Your Finances, pt. 6	2-12	8:00
2 The Keyboard	2-24	7:00pm	Manage Your Finances, pt. 7	2-19	8:00
3 Creating & Saving Files	2-25	7:00pm	Manage Your Finances, pt. 8	2-26	8:00
4 Saving Files to a disc	2-26	7:00pm			
5 Beginning Spreadsheet	2-27	7:00pm	<u>Scanner Series</u>		
BOARD MEETING	2-17	2:00	Scanner Basics 1	2-3	1:00
Burning CDs on a PC	2-11	1:00	Scanner 2	2-10	1:00
Burning CDs on a PC	2-18	1:00	Scanner 3 - Photo to e-mail	2-17	1:00
Crafts with Art Explosion	2-19	9:00	Spreadsheets pt. 1	2-5	3:00
Digital...Calling Cards 1	2-9	2:00	Spreadsheets pt. 2	2-12	3:00
Digital...Calling Cards 2	2-23	2:00	Spreadsheets pt. 3	2-19	3:00
Digital Cameras	2-27	2:00+	Spreadsheets pt. 4	2-26	3:00
DIGITAL SIG	2-11	7:00pm	Jaguar Series – OS X		
DIGITAL Art SIG	2-21	noon	Taming Jaguar OS X, pt. 1	2-9	1:00
E-mail w/ Outlook Express, pt 1	2-23	9:00	Taming the Rest of Jaguar	2-16	1:00
E-mail w/ Outlook Express, pt 2	2-24	9:00	Windows Maintenance And Organization	2-18	9:00
E-mail w/ Outlook Express, pt 3	2-25	9:00	Windows SIG	2-18	7:00pm
E-mail w/ Outlook Express, pt 4	2-26	9:00	Windows XP Beyond Basics 1	2-3	9:00
E-mail for Beginners (PC)	2-16	9:00	Windows XP Beyond Basics 2	2-4	9:00
Excel 1 (PC)	2-6	1:00	Windows XP Beyond Basics 3	2-5	9:00
Excel 2 (PC)	2-6	2:00	Windows XP Beyond Basics 4	2-6	9:00
Excel 3 (PC)	2-13	1:00	<u>Word Series - PC</u>		
Excel 4 (PC)	2-13	2:00	<u>Shirley Celli</u>		
Free Digital Slideshow program	2-2	2:00+	1 Creating a Basic Letter	2-20	8:00
Free Digital Slideshow program	2-16	2:00+	2 Revising a Basic Letter	2-20	9:00
GENERAL MEETING	2-24	2:00	3 More business letter basic	2-27	8:00
<u>Greeting Card series - Print Shop - PC</u>			3.5 Envelopes and Labels	2-27	9:00
Greeting Cards 1	2-6	4:00	<u>Walter Goldsmith</u>		
Greeting Cards 2	2-13	4:00	1 Creating a Basic Letter	2-2	8:00
Greeting Cards 3	2-20	4:00	2 Revising a Basic Letter	2-2	9:00
Greeting Cards 4	2-27	4:00	3 More Business Letter basic	2-9	8:00
Internet, REALLY Basic(Mac/PC)	2-4	1:00	3.5 Envelopes and Labels	2-9	9:00
Internet, REALLY Basic(Mac/PC)	2-20	2:00	<u>Jan Grenert</u>		
Internet for Beginners (PC)	2-17	9:00	Word 5, pt. 1	2-4	3:00+
			Word 5, pt. 2	2-11	3:00+
			Word 6	2-18	3:00
			Word Draw	2-25	2:00+

February General Club Information

BOARD MEETING

Feb.. 17, 2:00 P.M.

INTERNET SIG

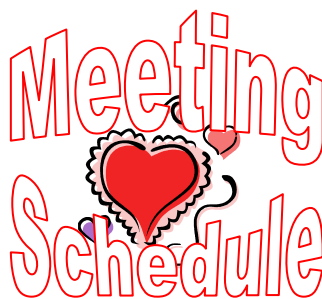
Feb.. 10, 7:00 P.M.

DIGITAL SIG

Feb . 11, 7:00 P.M.

WINDOWS SIG

Feb. 18, 7:00 P.M.



GENERAL MEETING

Feb. 24, 2:00 P.M.

FINE ARTS DIGITAL SIG

Feb. 21, 12:00 Noon

MAC SIG

Feb. 13, 9:00 A.M.

"Let's Compute" Officers

Sheldon Plotkin, President.....	360-0789	sunctyplot@aol.com
Lyn Morse, VP Programs	345-4466	lynmorse@aol.com
Kent McDonald, VP Communications.....	345-2931	rkmcdonald@earthlink.net
Jim Calvert, VP Education	772-6710	jim2anna@aol.com
Jan Grenert, Secretary, Newsletter Editor	360-9085	bgrenert@dc.rr.com
Dave Allan, Treasurer.....	345-5087	DYAllan@aol.com
Pete Claar, Member-At-Large	772-9509	zadhoc@hotmail.com

www.SCPD-ComputerClub.org



Welcome to our newest Lab Monitor
Frank Dillon

February Teachers

Dave Allan.....	345-5087
Shirley Allan.....	345-5087
Larry Allen	200-0972
Jim Calvert	772-6710
Shirley Celli.....	345-7159
Jim Chapman.....	200-9296
Pete Claar	772-0509
Liz Ferrel- Golden Girls	360-1376
Walter Goldsmith	772-8448
Kerry Greene	200-1551
Jan Grenert	360-9085
Barbara Kay.....	772-6520
Doris Keniry	345-3464
Murray Ross	360-0145
Donna Szostak.....	360-7500
Charlie Voelker	345-0123
John Wolfersberger.....	772-7297

February Lab Monitors

Felice Bourne	Jan Grenert
Pete Claar	Ree McCarthy
Shirley Cronin	Pat Palladino
Bill Crowley	Leonette Rowe
Frank Diaz	Norma Streeter
Frank Dillon	Charlie Voelker
Jack Drill	Ron Walling

Shirley Cronin, Monitor Coordinator



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