

ESSENCE

SENIORNET NORTH SHORE (SNNS) NEWSLETTER

September 2019

No. 275

Next Sunday Meeting 8 September 10am

Noel Leeming tech solutions representatives Matt and Erica will be present and will talk mainly about new products, plus a piece on the Rugby World Cup and streaming Spark Sport .

WEBSITE: www.seniornetns.com **TELEPHONE:** 486 2163 **EMAIL:** snetns@xtra.co.nz
CLASSES: Learning Centre, Suite 3, St John Ambulance Building, 2 Shea Terrace, Takapuna.
MEETINGS: 2nd Sunday of each month, 10am in the Hall, St John, 2 Shea Terrace, Takapuna.
CONTACT: The Secretary, SeniorNet North Shore Inc. PO Box 65357 Mairangi Bay, Auckland 0754

COMMITTEE 2018-2019

CHAIRPERSON

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lois.kay@xtra.co.nz

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doreenorms69@gmail.com

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ray.shirley@xtra.co.nz

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AUDITOR Bernard Layburn

MONTHLY REFRESHMENTS

Shirley Hansen, Pam Shaw and volunteers

NEWSLETTER EDITOR

Roger Willoughby 479 2528
seniornet.newsletter@gmail.com

September Newsletter – Chair Report

Our Annual General Meeting held on Sunday 11 August was well attended – probably the attractive parts were the items presented by Members rather than the thought of attending an AGM. However, that was dealt with in a timely way with all the existing committee members re-elected. There is the opportunity to have a “special projects” member and so if you would like to get involved please contact me or a committee member. There is an annual Committee Report within this newsletter and a report on the morning.

The Committee proposed and it was universally voted that Bernice Hyde be awarded Life Membership for her long and deep involvement with our club – more information inside.

We are pleased to provide some NEW sessions:

Easy Design with free software – Cherry Parker.

Make your own cards, posters, collage, calendar, recipe cards, etc.

Travel: For those interested in travel or seeing and hearing from other members' travels both within New Zealand and Overseas. This will be of interest. We will share advice and tips to make you a more savvy traveller.

Word Processing:

The first of three sessions with tips and tricks to help you maximise your skill in using either MS Word or Open Office. Bring your own laptop if you have one, that way learning matches your software version - or use one of our computers.

More information in Tutor Notes and in the schedule.

We need your assistance to continue to make our club successful. You can help by introducing new members and by becoming involved in activities in various ways. Within our membership we have an amazing wealth of experience and knowledge and we would love you to share aspects of that with us. For some, family commitments may preclude you from taking an active part and so enjoy your club when you can. For others, please come forward – no matter what your occupation or role in life you would have had some interesting experiences – we can help with say a one hour presentation – share with us.

Lois Kay



Advanced Windows : Bill Howell

This covers WinXP onwards to Win10 on the 1st and 3rd Tuesday mornings each month and features a lively discussion group. You ask the questions and we all participate in trying to solve the problems. If all else fails "AG"! The answer will be revealed to those who attend the sessions.

Ask Me How : Toby Malcolm

Do you want to expand your understanding of technology? Do you want to know the meaning of some tech jargon? Come along to this ask anything session and submit your questions – whether it be about Windows, Macs, the internet, smartphones, tablets (Apple or Android), or some other topic. Each session will be different depending on the questions, so each month you can learn something new.

September's special topic relates to the demise of the cheque (a la Kiwibank soon to be giving them the chop). We'll cover some tips for the transition to internet banking & security related matters to help keep your funds safe from criminals & scammers.

**Ask a Tutor : Barbara Anderson , Glen Plaistowe
MUST BOOK**

For this class, you will be booked with a tutor to help you solve your problem. One hour is sufficient for concentrated work. Bring with you :

Your device, plus power leads and mouse (remember to charge it beforehand).

A list of the problems you are having. The user name and passwords you need. If it is an Apple device you may need your passwords and your user name - also, if you are working on email you need that password. If it is Google you may need your Google Account or Microsoft Account for Microsoft. You may not need to use them but be a good scout and Be Prepared.

You will need paper and pen to record the steps you take so that you can fix it should it happen again.

If you have a PC or your laptop or device is too heavy for you to carry you will work on a Club computer.

You need to book in with the tutor prior to the class as only 3 or 4 tutors are available to help.

Family Tree Maker 2017 : Bernice Hyde

We are a smaller group who address any queries on the newest FTM program, so there is no set topic. Come along and ask for help.

**First Friday Genealogy : Barbara Anderson**

This month people will report back on the trips to Family Search and cover treasures as usual. We found some English wills on the Family Search site so will look at those for any one who has someone to look up. Bring along your queries or items of interest. I have some info on the Tarawera Eruption of 1886 to cover too. Bernice and Shirley will also keep us up-to-date on items of interest and searching sites.

Genealogy Workshop : Lois Kay

It is time to look at some of the new categories that Ancestry and Find My Past have available – these could freshen up your searching. Also a reminder that "It's Never Too Soon To Start" - a Family Tree magazine headline that made me think! "Are you guilty of some Genealogy Sins"? Get solutions to repent! Do bring along some names and dates and we may be able to help you with some ideas.

Scam Calls.

This has been received by Tutor Bill Howell from Spark, the real Spark.

We have become aware that an increasing number of our customers are receiving scam calls.

The calls that are reported generally relate to internet or PC and originate from overseas, and are asking our customers to download software onto their computer in an attempt to gain personal details and scam money from our Spark customers.

Please be advised that:

Spark will never call you out of the blue and ask for personal details like bank account, credit card, or internet banking details.

Spark would never disconnect a broadband connection under these circumstances and can't stop a customer from getting service from another provider.

In the future, for any scam calls, please report these calls through this link: <http://www.spark.co.nz/phonescamwarning>.

You can visit our website <http://www.spark.co.nz/phonescamwarning> and fill in an online form or you can email us at scamhelp@spark.co.nz

iPad and iPhone : Ian Handricks

This forum is for anyone using Apple's iPad and/or iPhone. Ian will cover everything from first time iPad and iPhone users' problems, issues and knowledge right through to experienced users. He will talk about exciting developments, new apps, tips and tricks. You will learn how to manage and run your iPad/iPhone and at each session Ian will introduce new information on how the devices can be used effectively. A great opportunity to get answers to your questions.

Photobooks : Bernice Hyde

I demonstrate using preferred websites to teach how to create a Photobook to keep those memories in a convenient way. The session can go through the process to help with problems and discuss what else is needed with the group.

Photography (Incorporating Digi Photos and Photography for Beginners) : Rex Oddy

Photography tutorials will include practical instruction on aspects of photography and the discussion of members' photographic work. Each month members are invited to bring along digital images or videos for review, that are either based on a set subject or are of general interest images or both.

The technical part of the September session will include Depth of Field in a continuation of the August session. As a number of us have cameras that have HDR (High Dynamic Range) ability we will include a session using this technique. This is a process where areas of high and low exposure are combined to produce a more evenly balanced image. It is also a photographic technique that can be achieved with all cameras with the aid of photo editing software. Bring your cameras.

The image display theme will include depth of field, any HDR experimentation that you may have undertaken and self-portrait. On the topic of self

portrait, be subtle.

As always, the set topic isn't compulsory, you may bring along any photos that you would like to display.

Over the next few months we will be working on a video project to record some personal or family history.

Recording Your Stories : Glen Plaistowe

We will continue with the theme of community aspects not covered last time. Is the basis of community the same or different in the present time? Also, we will look at the differences between the way our grandparents managed in their latter years as compared with now - how did the community and family support them then and now.

Travel Tips : Glen Plaistowe

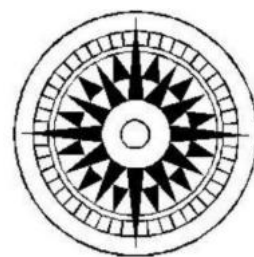
For anyone interested in travelling or seeing and hearing about other people's different travels both within New Zealand and overseas. We will share advice, tips to make you a more savvy traveller and, through sharing one another's photos and stories, learn about different places, their cultures, history and customs.

**Word Processing : Glen Plaistowe**

The first of three sessions with tips and tricks to help you maximise your skill in using either MS or Open Office. Bring your own laptop if you have one, so your learning matches your software version or use one of our computers.

**Hands-on help for your PC**

- Independent pre-purchase technical advice
- Installing and configuring your new PC, printer or device
- Transferring data over to your new PC & clearing out your old one
- Help getting photos/scans off your camera, scanner or phone
- Email, email accounts and setting email up on your mobile device
- PC 'housekeeping' to reduce program-clog and unwanted pop-up messages
- Checking your security against Viruses & Spyware is current & working correctly
- Sorting out files and photos, and organising an appropriate backup procedure to protect your data files



I am a former PC Direct & Gateway service technician and trainer. Covering the greater Auckland area and have continued to support SeniorNet North Shore members since 2000.

Standard rates \$60/hr. Discounted rate \$55/hr to [current](#) SeniorNet North Shore members

Rowan Cammell, Personal Computer Service, Ph 027 266 8941 rapid.start@xtra.co.nz

Tips and Tricks : Ian Handricks

A tutorial and discussion forum where you can ask questions and get answers and also learn tips and tricks for a wide range of computer/ipad/iphone/laptop situations. Ian will endeavour to provide solutions for your questions and will introduce you to a bevy of useful tips, shortcuts, hidden features, useful tools, actions and ways to achieve results on your computer and technology devices. Each session, Ian will provide you with a hot list of new ideas, tips and tricks to explore and use.

**Easy Design of Cards, Calendars, Recipes etc with CANVA Creations –**

Cherry Parker.

Learn how to create your own poster, calendar, card, email header, book cover, cd cover, recipe card, label, invitation, programs, schedule and more in this **free** program.

After a successful short session with the genealogy group, this full session will look at 'how to' and then you will have time to design your own masterpiece. Bring your own laptop if you wish.

Wednesday 11th September 10am

Bernice Hyde has been an extremely active and enthusiastic member of SeniorNet North Shore since 2009 and from the beginning has been prepared to assist in numerous areas of activity. Bernice has tutored in Genealogy, Family Tree Maker, Photobooks, iPad (particularly at the beginning), and has assisted in ProShow Gold. She has been a back-up to Allan White in the technology aspect and is always helpful on "what to plug in and where". Bernice is deserving of being made a Life Member of our club and at our AGM was duly voted to receive this award and was presented with her distinctive badge.



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HOW TO BOOK A CLASS

Read through the Tutors' Pages and select something that appeals to you. Then look at the Schedule and see whether it is a Tutorial or Discussion Group.

Follow the procedure for what you have selected from the next column

FREE REFRESHMENTS

at all Discussion Groups, Tutorials, and Monthly Sunday Meetings

T = TUTORIALS
FIRST email or phone
tutor
BOOK at least a week
ahead
Pay at the door

D = DISCUSSION
GROUPS
All welcome

SENIORNET tel 486 2163
TIMES AM = 10.00 to 12.00
PM = 1.00 to 3.00

NAME TAGS

Please wear your name tag to all sessions to put a face with a name.

MONTHLY MEETINGS HELD IN THE HALL

10am 2nd Sunday of the month
 Come along and listen to some interesting speakers

Gold coin donation appreciated
EVERYONE WELCOME

5

Changes after publication will be posted on the club website: www.seniornetns.com
 Information NOT HERE??? Please phone Tutors

Schedule - September 2019								
Day	Date	Time	Session	Tutor	Phone	E-mail Address	C/D/T	Cost
Mon	2	am						
Mon	2	pm						
Tue	3	am	Advanced Windows	Bill Howell	478-5530	howell.trust@xtra.co.nz	D	\$3
Tue	3	pm	Committee Meeting					
Wed	4	am	Photo Group Video Session	Rex Oddy	479-3105	rex.oddy@xtra.co.nz	D	\$3
Wed	4	pm						
Thu	5	am	"MS Word" Creating a Document	Glen Plaistowe	027 541 2241	glenp19925@gmail.com	D	\$3
Thu	5	pm						
Fri	6	am	First Friday Genealogy	Barbara Anderson	479-6242	b.c.anderson@xtra.co.nz	D	\$3
Fri	6	pm						
Sat	7	am	Tips and Tricks	Ian Handricks	029 477 4491	ianhandricks@gmail.com	D	\$3
Sat	7	pm						
Sun	8	am	Monthly Meeting	10am in hall		All Members Welcome		
Sun	8	pm						
Mon	9	am	Photo books	Bernice Hyde	483-5825	bernice52@xtra.co.nz	D	\$3
Mon	9	pm						
Tue	10	am	Photography	Rex Oddy	479-3105	rex.oddy@xtra.co.nz	D	\$3
Tue	10	pm						
Wed	11	am	Easy Design of Cards, Calendars, Recipes, etc	Cherry Parker		cherry.parker@xtra.co.nz	D	\$3
Wed	11	pm						
Thu	12	am						
Thu	12	pm	Ask a Tutor (Must Book)	Several Tutors	479-6242	b.c.anderson@xtra.co.nz	T	\$5
Fri	13	am						
Fri	13	pm						
Mon	16	am						
Mon	16	pm						
Tue	17	am	Advanced Windows	Bill Howell	478-5530	howell.trust@xtra.co.nz	D	\$3
Tue	17	pm						
Wed	18	am	Recording your Stories	Glen Plaistowe	027 541 2241	glenp19925@gmail.com	D	\$3
Wed	18	pm	Ask a Tutor (Must Book)	Several Tutors	479-6242	b.c.anderson@xtra.co.nz	T	\$5
Thu	19	am						
Thu	19	pm						
Fri	20	am	Genealogy Workshop	Lois Kay	478-3587	lois.kay@xtra.co.nz	D	\$3
Fri	20	pm						
Sat	21	am	IPad & iPhone	Ian Handricks	029 477 4491	ianhandricks@gmail.com	D	\$3
Sat	21	pm						
Mon	23	am						
Mon	23	pm						
Tue	24	am	Ask me How (see notes)	Toby Malcolm	021 148 1834	toby@triplesweet.co.nz	T	\$5
Tue	24	pm						
Wed	25	am						
Wed	25	pm						
Thu	26	am	Travel Advice	Glen Plaistowe	027 541 2241	glenp19925@gmail.com		
Thu	26	pm						
Fri	27	am	FamilyTree Maker	Bernice Hyde	483-5825	bernice52@xtra.co.nz	D	\$3
			Other tutorials available subject to interest:					
			Making Your Own Website		Computer Introduction			
			Genealogy for Beginners		Files & Folders			
			PowerPoint		Skype			
			Photo Editing & Graphics		Email & Internet			
			"Cloud" Storage		Backing Up			

SENIORNET (North Shore) Inc
 Minutes of the 24th Annual General Meeting
 Held at the Order of St John Centre, 2 Shea Terrace, Takapuna
 Sunday 11 August 2019 at 10 am.

PRESENT: Members present 38- list attached to official record.

1) APOLOGIES: R Willoughby, P Lough, N Olliver.

NOTICE OF MEETING: Published in the SeniorNet (North Shore) Inc Newsletter for August 2019 received by all members in July.

2) CONFIRMATION OF MINUTES OF AGM FOR Y/E 30 JUNE 2018.

The minutes of the 23rd Annual General Meeting dated 12 of August 2018 were taken as read and confirmed:

Moved: P Patten Seconded: T Cotter - carried

3) MATTERS ARISING FROM THE MINUTES:

Nil.

4) CHAIRPERSON'S ANNUAL REPORT: (copy attached)

The Chairperson, Lois Kay read a detailed report on the year's events.

Moved: P Patten Seconded: B Cudby - carried.

5) FINANCIAL REPORT:

On behalf of the Treasurer, Norma Olliver, the annual accounts for the 12 months ending 30 June 2019 were presented, copies were available for at the meeting and displayed on the screen. Accounts verified by Auditor, Bernard Layburn who found them to be in order.

Moved: J Ovens Seconded: B Anderson - carried

6) CONFIRMATION OF MINUTES OF SGM HELD SUNDAY 14 OCTOBER 2018.

Notice of Meeting published in the SeniorNet (North Shore) Inc Newsletter for October 2018 received by all members in September.

Life Membership for Gail Moore - proposed by B Hyde, seconded by B Anderson - carried. The Executive Committee had previously voted in favour of the award.

7) NOMINATION OF OFFICERS:

No new nominations were received, therefore the following positions were confirmed as follows:

Chairperson:	Lois Kay
Secretary:	Doreen Hall
Treasurer:	Norma Olliver
Committee:	Patricia Lough
	Shirley Hansen
	Allan White
	John Ovens
	Ian Handricks
	Campbell Stanford

Chairperson: Proposed by: P Patten Seconded by: B Anderson - carried

That the Committee as nominated be accepted:

Moved by: L Kay Seconded by: P Patten - carried.

The roles of Vice Chair, Membership Secretary, Technical Officer, Tutor Liaison, Supervisor and Projects Officer plus any other will be appointed from the elected committee.

8) APPOINTMENT OF AUDITOR:

Bernard Layburn confirmed he would accept the role as Auditor for the coming year.

Proposed by: L Kay: Seconded by P Patten - carried.

9) APPROVAL OF SUBSCRIPTIONS RECOMMENDED

The Executive Committee recommended that subscriptions remain the same as previously i.e. \$35 single or \$50 double. New Members joining from July pay a pro rata payment of \$3.00 per month single and \$5.00 per month double.

Acceptance Proposed by: P Patten: Seconded J Ovens - carried.

10) GENERAL BUSINESS

A Life Membership badge was presented to Bernice Hyde for her longstanding commitment to the Club. This had previously been put forward at the August Executive Committee Meeting and all present were in favour.

Proposed by: L Kay: Seconded by: A White - carried.

The Meeting was declared closed at 10.25 am.

Confirmed..... Chairperson.

..... Date



The morning started with the official sector of apologies, then 2018 minute acceptance, Committee Annual Report (copy included), approval of financial statement, election of committee (as proposed and same as previous year) appointment of Auditor (Bernard Layburn agreed to officiate again) and General Business – see report on Life Membership for Bernice Hyde.

After the official sector of the morning we had some special items from members:

Glen Plaistowe “looked” at 1947 and occurrences during that year, Bernice Hyde explained the extensive uses possible with Photobooks, Campbell Stanford illustrated his family connection with Macedonia with some unusual display items from the war era and Peter Patten finished the morning with a collection of very good photos he took at the Chinese Lantern Festival.



Interspersed was a wonderful morning tea so thanks to Shirley Hansen and her team. Shirley has mastered the workings of the oven in the St John kitchen and we had hot savouries, egg sandwiches, ham sandwiches, asparagus rolls, cheese puffs, strawberries with dipping chocolate and cake of various types - enough to thrill even a 6 year old at a party. Thanks to the members who brought along food and helped make the morning so

successful.



N.B.

Will members who have not renewed as yet, please note that if your sub is not paid by 31 August, you will cease to be a member.



It is my pleasure to report on the year ending 30 June 2019 for SeniorNet North Shore Inc.

Membership

We have undergone a number of “morphs” in the past 12 months due to the changing circumstances of our Tutors and to the needs of our Members. We are experiencing a greater turnover of members as some join to learn specific aspects and then move on but our overall membership is reasonably constant.

Our Learning Programme

There is need for more emphasis on internet safety and how to avoid scams of various types. Our related sessions are highly important but not perhaps as well attended as they should be given the devastating effects that can result. The introduction of the Ask A Tutor sessions where help is offered on a one on one basis have proved popular as are the Ask Me How mornings which are group related and cover a broad spectrum. We moved Ian Handricks’ Tips n Tricks and iPhone/iPad to Saturday mornings and this has been very successful.

Newsletter

Roger Willoughby our Editor for a few years now, does a wonderful job each month in compiling an interesting and helpful epistle – our thanks to Roger for the time and care he invests on our behalf. We also love his quirky little introductory emails.

Website

Our Webmaster Ian Handricks has built this communication tool into an extensive and invaluable product – if you are not using it constantly chances are you are missing out on a lot of good assistance and entertaining ideas. Ian is always creative in his approach.

Technical Aspects

Our thanks to Melson Lee who has been our “go to” high tech man ably backed up by Allan White and Bernice Hyde for some years.

Tutors

Without our Tutors we would not have a club. For mostly health-related reasons some of our Tutors have reduced their work load. There is a lot of time and work involved in preparing and presenting so their commitment is very much valued and appreciated.

Our Photography group, run with expertise by Rex Oddy, is committed and submit their efforts for critique and also enjoy a bi-monthly field day – and of course the coffee afterwards. Brian Cudby is willing to offer one on one assistance with Photoshop and we will review the future of Photoshop sessions in the New Year.

If you have never been to Advanced Windows with Bill Howell you have missed a treat – discussions range from aeroplanes to any subject you like to raise.

Special mention here to the Genealogy sector which is strongly supported by Barbara Anderson, Bernice Hyde, Glen Plaistowe and Campbell Stanford. A strong and vibrant sector of our club with cameo spots from Cherry Parker.

Finance

Your committee is confident we can maintain the current annual subscription fees at \$35 single and \$50 double with session fees remaining the same. This is partly due to a bequest we received a few years ago from a former member, Dave Smith. Dave was a great supporter of SeniorNet North Shore. Our Treasurer Norma Olliver keeps a watching brief on our activities.

From the year beginning 1 July we have adjusted the fee for new members to reflect a more equitable approach. The subscription will be calculated on the basis of months to run i.e. join say 1 October the fee will be 9 x \$3 per month – so \$27.

Acknowledgement of Supporters.

We have received ongoing support through advertising in our Newsletter so thanks to Melson Lee of Tekzone, Rowan Cammell, Advanced Computers, The Cartridge Centre and Ray White Real Estate.

Our Volunteers, There is a lot of behind the scenes work not just from the committee but from our volunteer cleaners and the Sunday Meeting team who organise morning tea and clean up. Shirley Hansen does an excellent job of rallying help for these tasks. Also thanks to Val Sutcliffe for keeping our biscuit and drink cupboard stocked up.

We are grateful to our Auditor Bernard Layburn who meticulously examines our records for our AGM and forwarding to the Charities Commission. We are rather hopeful he will continue to do so. Also to Peter Patten who uses his skills to calculate our equipment depreciation and provides me with technical advice on our Constitution and on accounting matters.

In addition to those already mentioned I want to thank our Committee members who put in many hours of their personal time to what I believe is the smooth and successful running of SeniorNet North Shore. Doreen Hall has slotted into the Secretary position willingly and smoothly, Patricia Lough has now been Membership Secretary for 6 years and is ideal as she loves talking to people (particularly on the phone), John Ovens is a good communicator with our Tutors and sits wisely and sagely examining our monthly accounts and Campbell Stanford our newest member has used his marketing skills to good advantage in promoting what we have to offer.

Finally I want to thank Barbara Anderson who as immediate past chairperson has provided ongoing backup and support and continues with her whole-hearted commitment.

The Future

We are happy in our premises – the parking issue is really no longer an issue and we are able to use the hall for our Sunday Meetings. We are looking to expand our activities with the introduction of a Travel sector headed up by Glen Plaistowe and while we will not lose the primary purpose which is to assist with computer skills we do need to adapt to changing needs. This is where each and every member can assist us. Come to us with ideas and offers of help – including running a session on a subject of interest to you. We are I believe a group that cares for our fellow members and as such the social side is important too. We cannot leave the work to a few – we need your help and support otherwise we will cease to exist. Many hands.....

Thank you for your time and we wish you good health and fun computing.

On behalf of your Committee. Lois Kay

And thanks must go to you too Lois for your energy, cheerfulness and commitment.

We are pleased to welcome these new members. Enjoy your SeniorNet and ask a Tutor or Committee Member if there is a specific aspect of computing that you would like help with.
Jeanne Ford, Sally Edelman, Cynthia Forrest, Susan Storey and Bill Grindall.

Next Sunday Meeting, September 8, 10 am

We welcome Matt Chamberlain and Erica from Noel Leeming who will make a presentation focusing on new products. Their main focus will be on Mobile and Tablets with some tips and tricks as well as some internet and device security tips as these are more relevant than ever now. There will be time for a question and answer session. Don't forget that Noel Leeming is a great supporter of SeniorNet and offers members very heavily discounted prices.



noel leeming
tech solutions

Middleton Family Tree ... ▾
Tree Search
William Middleton



William Middleton

BIRTH 4 NOV 1791 • Fettercairn, Scotland

DEATH 09 APR 1873 • Mr Whitehills Shaving Shop, High Street Montrose Angus

HOW TO JOIN SENIORNET NORTH SHORE

Members, if you know of anyone who would like to join SeniorNet North Shore, firstly advise them to view our website to get some idea of what is offered.

www.seniornetns.com

Then contact Patricia Lough our MEMBERSHIP SECRETARY on 021 268 8677 and 413 6322, who will forward an Information Package that includes a Membership Application Form, which should be filled out and then returned to SeniorNet North Shore, PO Box 65357, Mairangi Bay, 0754. Annual fee is \$35 single or \$50 double. When the subscription has been received, Patricia will forward an acknowledgement together with a name tag that should be worn at all sessions. Our financial year is from 1 July to 30 June with the AGM held at the monthly meeting in August.

Hi Folks, Bernice found the above on Ancestry. Must have been a cut-throat razor. Thanks Bernice.

N.B.

Will members who have not renewed as yet, please note that if your sub is not paid by 31 August, you will cease to be a member.

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Members of our club who have been to the Cartridge Centre have had good service from Lek Romley. Besides refilling usable cartridges for you, or selling new ones at competitive prices, Lek will happily give advice when needed.

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Take me along for a SeniorNet discount.

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 Ph: (09) 486 3008 cartridgecentre@xtra.co.nz

Have you got a private document or important work presentation you don't want people to see? You can protect private and sensitive information in a Word or Excel document by password-protecting the file. This encrypts the file's contents so it can't be accessed by anyone or read by any program without entering the password first.

Password-Protect a Word Document

You can protect a Word document using a password to help keep your content safe and secure, by preventing unauthorized access. The program offers different protection levels including locking documents with a password and configuring different protection settings suited to your needs.

The steps below apply to users of Microsoft Word 2010 or later for Windows, to protect Microsoft Excel is also similar to the following steps. Please beware that once the file is password protected, if you lost your password there will be no way you can unlock it. So please make sure you write down the password before you type it in.

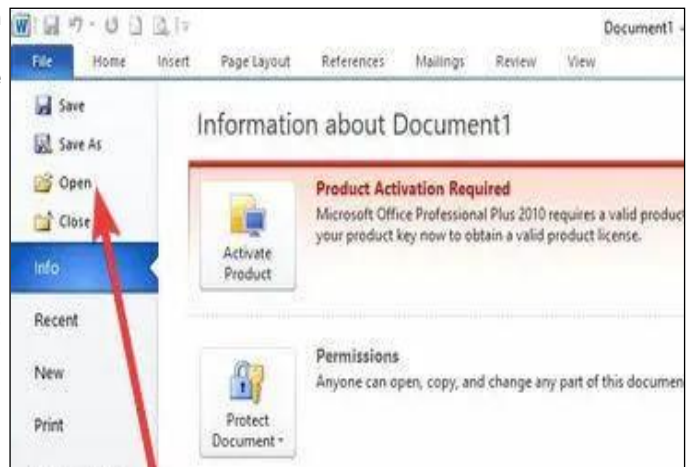
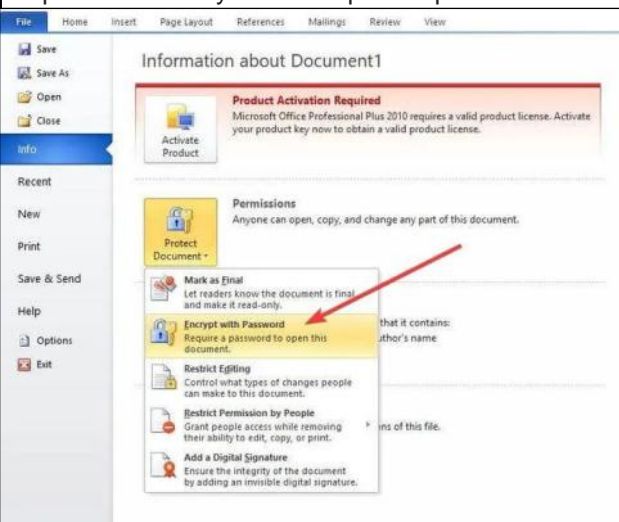
How To Password-Protect a Word Document In Windows

Launch Microsoft Word and click **File>Open** and find the document you wish to password protect.

Click **File** again and select **Info** from the left pane.

Select **Protect Document**.

From the drop-down menu, select **Encrypt with Password**. Enter a password that you can remember and that'll be required when anyone attempts to open this document.



Click **OK**. Enter the password again and click **OK**.

In the **Protect Document** section, you'll see a message that says a **password is required to open this document**.

Need help with computers?

Tekzone can offer you:

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Microsoft has announced that it will officially begin the Windows 7 end of life phase on Jan.14, 2020. On that day, the company will stop supporting Windows 7 on laptops and desktops and will no longer patch it with security updates.

Windows 7 is still a wildly popular operating system that, even 10 years after its release, is still relied upon by millions across the globe.

Windows 7 will be put out to pasture, leaving those who stick with the operating system at potentially higher risk of being targeted by hackers.

Here are some useful information for your reference.

What is Windows 7's end of life?

End of life is the term that Microsoft uses to identify the period when the company will no longer support an operating system or application.

As of Jan.14, 2020, Microsoft will move on from Windows 7 and no longer patch security holes in the operating system. And if things go awry and bugs develop, you won't be able to call on Microsoft to fix the problem.

What does Windows 7 end of life mean for my security?

One of the nice things about not being in end of life is that the operating system or software package is fully supported and patched. In Windows 7, all of that support will go by the wayside after Jan. 14, 2020.

In years past, when Microsoft has put software into end of life, the company has offered up some hefty patches in the run-up to the date, to secure the operating system as much as possible. And while that was a welcome decision, it also meant that hackers had free rein after the end-of-life period hit.

Indeed, it's not uncommon for hackers, knowing when end of life hits, to wait until after that date to find ways to exploit vulnerable systems and wreak havoc. After all, if Microsoft isn't going to support the operating system and there are still plenty of

people using it, why not attack?

The fact is, the sooner people can get away from Windows 7 and switch to Windows 10, the better.

How do I move to Windows 10 from Windows 7?

Like it or not, even if you don't want to move to Windows 10 initially, eventually you'll have little choice. PC makers will be bundling Windows 10 into their machines, with no option to downgrade to Windows 7. Also, you won't find Windows 7 anywhere for purchase.

If you want to upgrade to Windows 10, you can do so free of charge and with a full Windows 10 license, as long as you have a PC that meets all of the requirements needed to run the operating system.

Windows 10 Minimum Specs

Processor: 1GHz process or faster

Memory: 1GB of RAM for a 32-bit installation and 2GB of RAM for a 64-bit installation

Hard Disk Space: Up to 20GB of space

Graphics Card: A screen with a resolution of 800 by 600 or higher, and a DirectX 9 graphics chip.

Connectivity: Internet access

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