



# Bits 'N' Bytes

February 2012

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The Official Magazine of the Sunshine Coast Computer Club Inc.

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## What's On .. General Meeting – Thursday 2<sup>nd</sup> February 2012 at Buderim Annual General Meeting 4<sup>th</sup> February 2012 at Caloundra

<b>Technology</b>	<ul style="list-style-type: none"> <li>• Get hands on help with all your technology problems.</li> </ul>
<b>Education Centres</b>	<ul style="list-style-type: none"> <li>• Tutorials are presented during each session.</li> <li>• Internet and Intranet access is available.</li> </ul> <p><b>Windows, Linux and Apple Mac operating systems are supported.</b></p>
<b>Caloundra</b>	<p><b>Every Saturday</b> between <b>9.00 am and 12.30 pm</b> Caloundra Youth hall, Queen Street Caloundra, (opposite High School).</p>
<b>Buderim</b>	<p><b>Every Thursday</b> between <b>1pm to 4pm</b> Good Life Centre, 100 Buderim Pines Drive, Buderim.</p>
<b>Yandina</b>	<p><b>3rd Wednesday</b> of the month between <b>1.30 pm and 4.00 pm.</b>, RSL Hall, North Street, Yandina</p>

## Notice about SCCC Monthly General Meetings

The SCCC Monthly Meetings alternate between the Caloundra and Buderim Venues. In Caloundra the meeting is held on the first Saturday of the month and in Buderim the meeting is held on the first Thursday of the alternate month

**The next SCCC Monthly Meeting will at Buderim on 02 February 2012 at 3pm**

## From The Editor – Judy Smith

Bits'N'Bytes is produced monthly from February to December each year.

**Contributions** for the newsletter are always welcome. Please send copy for the next issue to reach the editor as early as possible after the monthly meeting or by the deadline: 20 February 2012.

Email: [editor@sccc.org.au](mailto:editor@sccc.org.au) or Snail Mail: The Editor PO Box 384, Caloundra, Qld 4551.

**This magazine is created with OpenOffice and produced in printed form and also electronically in PDF format.**

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**Liability** - Although articles in this newsletter are checked for content, no warranty can be given for any loss resulting from the use of material in the newsletter. Articles and advertisements are printed in good faith and views and opinions are not necessarily those held by the club.

**SCCC Privacy Statement** - In joining the Sunshine Coast Computer Club please note that it is a club operated by volunteer members and operating within the community involving many activities relating to meetings, instructional and social functions for members and at times visitors.

This requires the keeping of a member data base and the publication of the names of new members. The Club guards the member data base as best as possible and does not publish member's addresses nor telephone numbers unless authorised.

At times photographs are taken at meetings and functions and are sometimes published. Should you have any problems relating to your personal privacy which arises or is likely to arise, it is your duty and responsibility to advise the Club secretary in writing of the circumstances and requirements.

**What's on Bulletin** - What's On Bulletins are sent once a week, generally on a Monday afternoon, to all members who have provided the Club with their email address. These bulletins give details of up-coming tutorials and topics to be covered at the various meeting venues. You will also find items of interest and club announcements in these bulletins.

**Membership Cards for Collection** - Membership cards for those members who joined or renewed membership for the month ending 20 January 2012 are available for collection at Caloundra and Buderim meetings. Cards that have not been collected in the previous twelve months are also available.

Note - Membership cards show the next renewal date of membership.



Letters must be dated, and include the full name and membership number of the writer. Letters should be concise and preference will be given to letters of 200 words or less.

email: [editor@sccc.org.au](mailto:editor@sccc.org.au) or  
Snail Mail: The Editor PO Box 384, Caloundra, Qld 4551.

### Sunshine Coast Computer Club Inc.



Saturday 5<sup>th</sup> February 2012  
Caloundra Youth Hall, Queen St Caloundra  
(Opposite High School)

This is your opportunity as members to receive copies of the Club's audited Financial Statement and Reports for the year ending December 2011 and to elect a committee for 2012

**All Members are invited to attend this important Meeting.**

**If you are unable to attend the meeting there is a Nomination and Proxy Form on page 000 in this edition of Bits'N'Bytes.**

## Annual Treasurer's Report

### AUDITOR'S ANNUAL REPORT

#### Sunshine Coast Computer Club Inc.

#### Operating Statement for the Year Ending 31 December 2011

	2011	2010
<b>INCOME</b>	\$	\$
Membership Fees	22,590.08	20,508.07
Meetings	29,792.17	26,742.72
Fundraising	6,006.11	4,434.12
Sales	1,138.83	1,559.67
Interest Received	1,179.03	754.95
Donations Received	30.27	-
Loss on Sale of Non-current Assets	(6,863.17)	(3,745.34)
	<b><u>53,873.32</u></b>	<b><u>50,254.19</u></b>
<b>EXPENDITURE</b>		
Accountancy & Audit Fees	1,942.20	1,450.00
Administration Costs	6,800.00	6,600.00
Depreciation	8,171.13	10,553.32
Donations	71.36	72.73
Equipment General	1,475.83	3,631.82
Fundraising Expense	2,951.19	2,524.25
Hall Hire	18,004.28	13,208.82
Insurance	2,544.48	1,921.11
Internet Service Provider	1,189.74	1,294.36
Library Expenses	1,141.86	-
Merchandise	-	505.00
Office Expenses	581.99	227.70
Postage	1,106.13	910.60
Printing & Stationery	3,349.92	3,143.97
Refreshments	8,295.12	6,881.39
Repairs & Maintenance	610.47	993.92
Staff Amenities	377.59	-
Software Expenses	35.45	398.35
Subscriptions	110.00	941.51
Telephone	502.49	345.31
Travelling Expenses	634.32	760.37
Website Expenses	316.80	2,048.82
	<b><u>60,212.35</u></b>	<b><u>58,413.35</u></b>
<b>OPERATING LOSS</b>	<b><u>(6,339.03)</u></b>	<b><u>(8,159.16)</u></b>

### BALANCE SHEET As at 31 December 2010

	2011	2010
	\$	\$
<b>Member's Equity</b>	41,102.44	47,441.47
<b>Total Member's Equity</b>	<b><u>41,102.44</u></b>	<b><u>47,441.47</u></b>
Represented by:		
<b>Current Assets</b>		
Floats	600.00	600.00
Cash at Bank - Heritage	72844462,050.80	2,707.95
Cash at Bank - Term Deposit	15,464.90	15,000.00
Cash at Bank - Rabo Plus on call	3,932.17	5,185.35
Trade Debtors	2,144.00	1,844.00
<b>Total Current Assets</b>	<b><u>24,191.87</u></b>	<b><u>25,337.30</u></b>
<b>Non-Current Assets</b>		
Plant & Equipment	63,548.78	96,537.09
Less Accumulated Depreciation	46,638.21	73,532.80
	<b><u>16,910.57</u></b>	<b><u>23,004.29</u></b>
<b>Total Assets</b>	<b><u>41,102.44</u></b>	<b><u>48,341.59</u></b>
<b>Current Liabilities</b>		
Provision for GST	-	900.12
Total Liabilities		<u>900.12</u>
<b>Net Assets</b>	<b><u>41,102.44</u></b>	<b><u>47,441.47</u></b>



## Reports

**Minutes of the General Meeting  
of the Sunshine Coast Computer Club  
Held at The Caloundra Community Youth Hall  
Queen Street Caloundra  
3<sup>rd</sup> December 2011**

**Meeting: Commenced:** President Peter Daley opened the meeting at 11.30 am

**Minutes of Previous Meeting:** No Business arising from the previous months minutes.

**Motion proposed by Wally Farquar that the previous months minutes be accepted was Seconded by Gordon Blackwell. CARRIED**

**New Members:** Hugo Braune, Janet Christiansen, Linda Conyard, Dianne Downs, Ian Eather, David James, Graham Kennaugh, Pauline Preston, Alexandra and Lage Rangman, Anne Saunders, Emmie Sloof, Ivy Timms, Cobie Van Wageningen.

**Treasurers Report;** Treasurer Leo Kavanagh presented the financial report for the period 21<sup>st</sup> October to 20<sup>th</sup> November 2011. This monthly report is published each month in the Bits'N'Bytes and a full financial statement is now available to members on the clubs website and will be updated on the first Saturday of the month. Leo said our big problem now is the high cost of hall hire at Buderim, which is causing us to outlay more each month than our monthly income. This matter will have to be discussed at the Committee Meeting later today.

**Leo Kavanagh proposed that the Treasurer's Report be Accepted, this was Seconded by Wally Farquar. CARRIED**

**General Business:** Peter Daley said apart from the hall hire, the club was running quite well but the committee would have to look at ways of generating more revenue to off set the high rise in the cost of hall hire for Buderim, and he had not ruled out increasing the fees there, although this would still not cover the increased expenditure. Peter said he would also like more people to attend Buderim.

The Caloundra Christmas breakup would be held next Saturday 10<sup>th</sup> December and today was the last day for members wishing to attend to put their names on the list for the caterers.

As there was no more business to discuss, the meeting was called to a close at 11.40.

**Marie McGregor (Secretary)**

### **President's Annual Report**

Well it has been another very successful year for the club. Again it is only through the excellent team effort by all the committee members and volunteers, that all the club activities can be sustained.

I would like to nominate three members who have over many years contributed many man hours of help to the club.

Peter Dodwell who helped run the beginners courses for many years, and has been Vice President and a committee member for many years. He also ran the Club Noosa Technology Education Centre, when it was running, and the Yandina Technology Education Centre, for a number of years. He has also participated in helping to set up and run numerous other club activities over the years. I also would like to congratulate him for his recent senior of the year honour.

Tom Bray who helped run the Club Noosa Technology Education Centre, when it was running, and the Buderim Technology Education Centre, for a number of years. He has also organised the catering for morning teas at Buderim for many years, and also has participated in helping to set up and run numerous other club activities over the years. Tom has also been a long time committee member.

Morry Phillips who has helped run the Buderim Technology Education Centre for a many years. Helping with setting up and packing up at both Caloundra and Buderim. He also organised the catering for morning teas at Caloundra for many years, and has participated in helping to set up and run numerous other club activities. Morry has also been a committee member for many years.

All these three men have worked tirelessly for the club, in one way or another, for a large number of years and I feel it is time the club recognised this by honouring them with Life Memberships.

The attendance numbers at Buderim had increased significantly during the year. This allowed the club to hire an extra room at Buderim to separate the main tutorial area from the rest of the activities there. This has worked very well.

Unfortunately, since the club did this, two things have happened. Firstly the Good Life Centre has put up the rental to a degree that with the present numbers attending, the club can no longer financially sustain the rental for the extra room. Secondly the numbers attending Buderim fell towards the end of the year.

***Continued page 5***

**Reports**

**Continued from page 4**

**President's Annual Report**

We will have to revert back to the single main hall hire for all Buderim activities unless the attendance numbers increase considerably. If the numbers attending Buderim were to increase sufficiently again to support the extra room hire, the committee would certainly rehire the extra room. Attendances to sustain this would have to be around 140 to 160 with the present rental costs.

At the AGM at Caloundra on Saturday the 4<sup>th</sup> of February 2012 we will have a motion to increase the club membership fees across the board by \$10 a year. The club has not increased membership fees for around 8 years. Unfortunately the club is faced with increasing hall hire, insurance, auditing and other running costs.

If you want your say in the running of the club, I suggest you attend the AGM.

**Peter Daley  
President  
Sunshine Coast Computer Club Inc 2011**



**From The Editor**

Thank you to all those members who have contributed reports, articles, items of interest etc throughout the year.

Your contributions and Letters to The Editor are always welcome.


Remember this is your Newsletter.


Send your contributions to:

Email: [editor@sccc.org.au](mailto:editor@sccc.org.au) or Snail Mail: The Editor PO Box 384, Caloundra, Qld 4551.



The Australian Government's Easy Guide to Socialising Online provides information on how internet users can protect themselves and their information when using social networking sites, search engines and online games.

  
**Find out about different social media sites**

  
**Overview of features on all sites**

  
**Cybersafety tips and factsheets**

  
**About the Easy Guide to Socialising Online**

<http://www.dbcde.gov.au/easyguide>



## Training Session 11 – MacIntosh Preview Part 1 – Ian Stringer

In this Training Session, we explore the **Preview** application. This application is very powerful and allows you to manipulate many things on your computer.

If you have double-clicked any file and it wanted to open in **Adobe Reader**, first click the file to select it then **Get Info (⌘I)**. Look down the **Info** pane to **Open with...** (you may need to click the triangle to see the options). This shows the default **Application** for opening this file; in this case it should show **Adobe Reader**. Click the up-down arrows and select **Preview**. Then click on **Change All...** This will now set the default **Application** to open all files with **Preview** and not **Adobe Reader**.

Click on the **Preview** icon in your **Dock** and open **Preview Preferences (⌘,)**. There are four icons across the top of this pane. Click on **General** and read the options. Click the first button **Open all files in one window**

Let us start with working on photographs. You can do a lot of things with photographs in **iPhoto**, but **Preview** allows you to do extra things. Open an **Event** in **iPhoto**, click on a pic of a person and drag it out of **iPhoto** onto the **Desktop** (it will be a copy; check its size with **⌘I**). Repeat for a second pic. Close **iPhoto**, and double-click each pic to open them in **Preview**. Check what you get.

Click on the pic to make that window active and close the Preview window **⌘W**. Click on the second button **Open groups of files in the same window**, and double-click each pic again to open each pic in its own window. Close the two Preview windows **⌘W**, **⌘W**. Now select both pics together by clicking the first then holding down the **⌘** key while clicking the second pic. They should both be highlighted. Now double-click the **group of files** to get both pics in the same window. Close the Preview window **⌘W**, Click on the third button **Open each file in its own window** and double-click each pic again (not both together!) to open each pic in its own window. Close one of the two Preview windows **⌘W**.

Note, you can select your **Window background:** colour. (You may need to click the **Zoom -** button in the **Tool Bar** to reduce the size of your pic and see the background.) Click on the colour button to open a **Colors** pane. This allows you to explore a range of colours on different palettes; have a good look at the different palettes. (I favour **Aqua** on the **Crayons** palette, in the centre set of colours.) Close the **Colors** pane, click on the pic and close the Preview window (**⌘W**).

Click on **Images** in the Preferences pane and set **Initial image scale:** to **Actual size**. Now double-click on one of your pics. The picture will be huge (remember how big it is from **⌘I**). Close the Preview window **⌘W**, change to **Scale large images to fit window** and double-click on your pic again to see it fit your screen. This would be the default setting. Now click on **Define 100% scale as: Size on screen equals size on printout**. This would be the default setting. Now reduce the size with the **Zoom -** button and change to **1 image pixel equals 1 screen pixel** and see the pic resized. Either setting seems to produce the same size image on the printer! Close the Preview window **⌘W**.

Click on **PDF** in the Preferences pane and have a look at the many options. Open one of the PDF Training Sessions. Try turning off and on **Viewing documents: Smooth text and line art**. There are a lot of of outcomes to experiment with here. Close the Preview window **C**, and **Preview Preferences (⌘W)**.

Double-click on one of the pics. Look now at the **Tool Bar**. **Previous** and **Next** will switch between images/pages. **Zoom** has a **-** (minus) and **+** button. These will reduce or magnify the image. Good to check fine detail/pixelation. The **Move** button is a bit tricky, it works together with **Select**. **Text** allows you to **Annotate** your image (see under **Tools**). **Select** allows for **Rectangular**, **Elliptical** or **Lasso** selections of parts of your image, which can then be **Moved** and cropped. **Annotate** opens a tool-bar across the bottom of your image. This allows you to add such things as **arrows**, **ellipses**, **rectangles** and **text** to your image (not the same as the **Select** choices). You can adjust the font, size, thickness and colour of these additions. A bit fiddly. Click on the **Sidebar** button to show or hide the sidebar. Note what is at the bottom of the Sidebar - you can change its width and the way your images are treated.

It may be best for me to write a separate Training Session to show how you can make the most of the drop-down menus in the **Preview Menu Bar**.

The **Help** drop-down menu will take you to **Preview Help** where you can explore a wide range of related topics.

**Training Session 11 - Macintosh - Preview Part 1**  
© Ian Stringer 6 January 2012

## Keeping Track of your files with Linux – By Colin Jones

### Keeping track of your files using find, locate and updatedb. By Colin Jones

When it comes to finding files Linux offers a variety of tools that can help in identifying, locating files, and programs.

The **find** tool allows a search to be made for files by name or a part of a name. By default **find** searches recursively, meaning it looks through the entire directory tree. Two options are required: a path to the directory where the search should start and the name of the file to look for. The name of the file is specified with the **-name** switch. For example, the following command will search for files whose names start with **Lin** in the **foo** directory and its sub directories.

```
find /home/foo -name "Lin*"
```

Wild cards can be used to broaden any search made. Further, because **find** is case sensitive the previous command will only find names that start with **Lin**, but not with **lin**. However, you can instruct **find** to ignore the case with the use of the **-iname** switch.

```
find /home/user -iname "Lin*"
```

The **find** command lets you specify multiple starting directories. The following command will search through the **/usr**, **/home** and **/tmp** directories to look for all **.bin** files

```
find /usr /home /tmp -name "*.bin"
```

If you do not have all necessary permissions to search in the system directories **find** will display error messages.

The **find** tool also supports the AND, OR, and NOT Boolean operators. This allows more complex searches to be made, if needed.

The OR operator can be very handy when there is a need to find files that match either of the specified material. Hence,

```
find /downloads -size +7M -or -iname "*.JPG"
```

will search in the **downloads** directory for files larger than 7MB and **JPG** files.

As always, only the surface has been scratched leaving lots to find.

Similar to **find** the **locate** tool lets you find files by their names. Instead of searching in real time, **locate** searches the data base of file names, which is up dated daily. The great advantage to this method is speed: finding files with **locate** is much faster than with **find**. The use of **locate** is easy. All that needs to happen is to run the **locate** command with the name of the file

you want to find:

```
locate menu.lst
```

To ignore the case, you can just use the **-i** option:

```
locate -i menu.lst
```

As with **find**, you can use wild cards in your searches:

```
locate "*.jpg"
```

If you want to see only a limited number of results, you can do so using the **-n** option followed by the number of your choice:

```
locate "*.jpg" -n 5
```

As mentioned before, **locate** performs searches by querying the data base of the file names, which is automatically updated every day, so if you have just downloaded a batch of photographs from your camera, the **locate** command will not let you see them until the data base is updated.

Fortunately, you do not have to wait until the system updates the database. With the **updatedb** command you can manually up date the database at any time. Just execute the **updatedb** command as root to force the system to update.

So you need to find the path to an executable program, it's sources and man pages? The **whereis** tool can help. The following command, for example, returns paths to binary, source, and the man pages for **awk**.

```
whereis awk
```

```
awk: /bin/awk /usr/bin/awk /usr/lib/awk  
/usr/share/awk  
/usr/share/man/man1/awk.1.bz2
```

With just these few commands, lost files can now be, just a thing of the past.



## Passwords – Peter Dodwell

### Passwords

The local ABC morning show presenter recently mentioned password problems. How, he asked listeners, does one remember a complex secure password? Well, a number of listeners phoned in with suggestions ranging from using a virtual keyboard to foil key loggers to keeping a list of passwords in an encrypted zip file. I don't know if anybody suggested a password management utility such as Roboform or LastPass. My own suggestion was to transpose letters, eg the letter p is replaced with q, e becomes 3, a zero replaces the letter o, and so on. I also suggested a repeated series of special characters – more on this below. It should go without saying that our members are aware of the dangers of using dictionary words, common names, birth dates, and so on. However it beggars belief that there are still people who use password, 123456, and similar easily guessed passwords to protect sensitive information.

Internet criminals have very sophisticated ways of cracking passwords, ranging from dictionary look ups to brute force attacks. No wonder that we are warned to use a mixture of upper & lower case letters, numbers, & special characters. The problem is though that some web sites won't allow special characters in their password fields.

Gibson Research says: "Every password you use can be thought of as a needle hiding in a haystack. After all searches of common passwords and dictionaries have failed, an attacker must resort to a "brute force" search – ultimately trying every possible combination of letters, numbers and then symbols until your password is discovered". The length of time that it takes is governed by the number of characters in your password. For instance, the password 'George' will be cracked in a couple of seconds. On the other hand "PrXyc.N(n4k77#L!eVdAfp9" would take many hundreds of years to crack. Obviously very secure, but impossible to remember. So what could we do to come up with an extremely secure but easily remember password? The answer is padding an easily remembered with an equally memorable series special characters or numbers. So how does 'd0G' (d zero G) fare? The answer is not very well. But if it's padded with repeating 12 like this 'd0G12121212', it would be easy to remember and it would take about 16 years to be cracked in an ordinary attack. Even a massive brute

force would take a week to crack it. Add another '12', and the time frames jump to a whopping 64 years ranging to centuries. What your password is padded with is not important, it could just as well be '^&' repeated the required number of times. It's the extra length which makes the difference.

**Members with Windows problems may  
'phone Peter  
on 54387675 (after 7PM) for free assistance.  
[petrus1928@gmail.com](mailto:petrus1928@gmail.com)**



### Top Tips from STAY SMART Online

- ✓ Install and renew your security software and set it to scan regularly.
- ✓ Turn on automatic updates on all your software, including your operating system and other applications.
- ✓ Think carefully before you click on links or attachments, particularly in emails and on social networking sites.
- ✓ Regularly adjust your privacy settings on social networking sites.
- ✓ Report or talk to someone about anything online that makes you feel uncomfortable or threatened - download the government's Cybersafety Help Button.
- ✓ Stop and think before you post any photos or financial or personal information about yourself, your friends or family.
- ✓ Use strong passwords and change them at least twice a year.
- ✓ Talk within your family about good online safety.



## Jean's Jottings

### Lap Top Risers

With the wider use of laptop computers there is an increase in the number of laptop risers available for lap top computer users. To first judge the difference it makes to raise the back of the computer by a slight angle take a hard cover empty file binder (about a thirty five mm or an inch and a half back) and place it under your computer with the binder spine to the back and note the difference a sloped keyboard makes once you adjust the screen to a comfortable viewing angle. This is not a good permanent solution as there is the danger of the computer slipping off the binder.

There are a variety of lap top risers available. Advantages -

- Places your laptop at a comfortable viewing height to help prevent neck strain.
- Adjustable tilt lets you find your optimal viewing angle and typing inclines

Stabilizing front edge prevents laptop from sliding off stand.

- Non skid rubber feet protects work surface from scratches or scuffs.
- Lifts notebook for ventilation. Cooling vents help dissipate heat from the laptop.
- Ergonomists recommend typing on an inclined keyboard, which is best for the health of your hands.
- Some lap top risers have a built-in fan to keep your Notebook cool, with USB port/s to plug in to power the fan.

Lap Top Risers are available at most computer stores with a range of makes and features. Do a Google search and read the various options available but viewing first hand will probably be best for your decision making.



### Dispose of Old Computers to STEPS

An article was recently published in the Caloundra Weekly about a Steps program to give new life to old computers. STEPS Social Ventures operates an E Waste program as part of its recycling initiatives, taking old computers, revamping them where possible or using the parts and then selling the resulting computers to those in the community who otherwise may not be able to afford one.

The E Waste program supports the STEPS Charity and assists in the employment of disadvantaged job seekers while reducing toxic waste.

If you are interested in purchasing a computer or have a computer you would like to donate to STEPS please contact STEPS on 54366001 or e mail [marks@stepsgroup.com.au](mailto:marks@stepsgroup.com.au)"



### Computers For All

(From - <http://www.computersforall.com.au/>)

Computers For All is a simple and affordable way to rent-to-own a brand new computer in just one year. Over the term of 12 months, the computer is deducted *from* your fortnightly Centrelink payments. The payments stop after 12 months and you own your computer outright. The whole process takes only a few weeks from application to having your computer. However it may take longer depending on stock and postage times. The site contains a list of frequently asked questions for your information.

Please be aware that this is not a recommendation or endorsement by SCCC. The information is provided for investigation and assessment by members. At the bottom of the web pages members may check the details of the Credit Guide, Contract Information Statement and Privacy and Terms.



## Bits & Pieces

### Snipping Tool in Windows 7

If you use Windows 7 there is another way to grab screenshots by using the Snipping Tool.

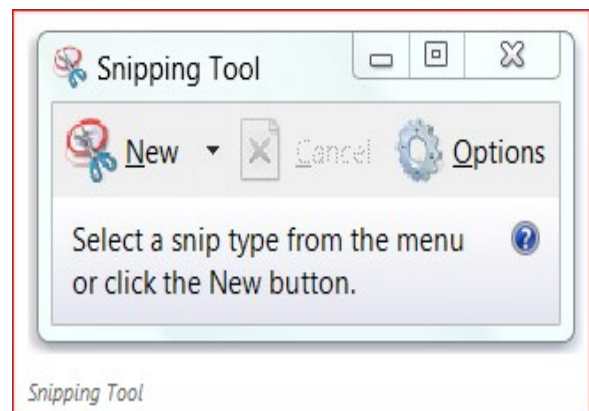
The Snipping Tool can capture the whole Windows Desktop or specific windows. It can also capture particular areas of the display. To launch the Snipping Tool click the start button, point to all Programmes followed by Accessories and then click Snipping Tool. Click the down-pointing arrow next to the new button to see the snip types.

There is Free-form, Rectangular, Window (the equivalent of the Alt and Print Screen) and the Full Screen (the equivalent to pressing the Print Screen) If you select the Rectangular Snip the screen will fade. Now click and hold down the left mouse button and drag in any direction to select a rectangular area which will be highlighted by a red border.

Release the mouse button to make the capture. The selected area will be displayed in the Snipping Tool window, where various options are available. Click the 'Save Snip' icon (next to the New icon) and follow the prompts to save as an HTML, JPEG, GIF, or PNG image file.

Alternately copy the screen shot to the Windows Clipboard by clicking the Copy button (or pick Copy from the Edit menu) The last two buttons on the Snipping Tool's toolbar are a pen, a highlighter and an eraser.

If you have occasion to use the Snipping Tool frequently it may be pinned to the Start Menu and be readily available.



Grey nomads need not stop once they get too old to hold a driver's licence. A British company has developed a mini-caravan that can be towed by a mobility scooter. Environmental Transport Association's QTvan has a single bed, drinks cabinet, kettle and 48cm TV. Basic cost around AUD\$9,000 and it can be optioned up with solar roof panels, air horn and extra-wide wing mirror (for mobility scooter), satellite dish, gaming console, central heating, external luggage rack and custom paint.

## Notice of Annual General Meeting

### Annual General Meeting

The 2012 Annual general Meeting and Election of Officers for the Sunshine Coast Computer Club Inc. will be held at the Caloundra Community Youth Hall on Saturday 4 February 2012, commencing at 10am.

Nominations and Acceptances for positions must be received by the Secretary by post or email on or before Friday 3 February 2012, or at the Annual General meeting.

They may be delivered

- by email – [sccc@internode.on.net](mailto:sccc@internode.on.net)
- by post – SCCC Inc., PO Box 384, Caloundra 4551
- or by hand at a meeting of Sunshine Coast Computer Club

### NOMINATION

I ..... Membership No .....

Hereby nominate ..... For the position of .....

Signed (Nominator) ..... This ..... day of ..... 20.....

### ACCEPTANCE

I ..... Membership No .....

Hereby accept the above nomination.

Signed (Candidate) ..... This ..... day of ..... 20.....

### PROXY FORM

I ..... Membership No .....

Being a financial member of the Sunshine Coast Computer Club Inc.,

Hereby appoint ..... Membership No .....

also being a financial member of the Sunshine Coast Computer Club Inc., or failing him/her, the Chairman of the meeting, to vote for me and on my behalf, at the above AGM and Election of Officers

Signed ..... This ..... day of ..... 20.....

If you desire to direct your proxy how to vote. Please insert (X) in the appropriate space.

### AGENDA

1	To adopt the Accounts and Reports	Yes	No							
2	To appoint or elect an Auditor	Yes	No							
3	To elect a Committee as per nominations received consisting of:									
	President	Yes	No	Treasurer	Yes	No	Administrator	Yes	No	
	Vice President	Yes	No	Secretary	Yes	No	Editor	Yes	No	
	Committee	Yes	No	Committee	Yes	No	Committee	Yes	No	
4	<b>To Increase Membership Fees by \$10 per year</b>								Yes	No

## Raffle

**THE LAST SCCC RAFFLE WAS DRAWN THURSDAY 15 December 2011 AT BUDERIM** using the Random Number Generator

The prize was was a Samsung N145 Plus Notebook, packed with features such as the brilliant 10.1" anti-reflective screen, a durable, robust casing and longer lasting battery life of up to 9.7 hours.

The lucky winner with ticket number 344 was June Rowlinson. The ticket was bought at a Caloundra Meeting.

Thank you to the members who supported this raffle and to the members manning the desks and selling tickets in the raffle.



### **NEXT RAFFLE TO BE DRAWN THURSDAY 9 FEBRUARY 2012 AT BUDERIM**

The prize for the this raffle is an Asus Eee X101H PC. It is designed to be thin and lightweight for maximum portability. It is a white model with a 10.1 inch screen and has Windows 7 Starter. It has a five hour battery life.

Read the specifications at a meeting where the computer is on display

Tickets will be one dollar each and available at all meetings to day of draw.

Remember buying of tickets is voluntary



### **RAFFLE TO BE DRAWN SATURDAY 10 MARCH 2012 AT CALOUNDRA**

Following the popularity of the recent raffles when the prize was a Kindle Book Reader, another Kindle has been ordered for this raffle.

Full details will be published later.

Tickets will be one dollar each and available at all meetings from 11 February until the draw on 10 March 2012.

Remember buying of tickets is voluntary.



**Corporate Members**

**Help with Computers**  
**Andrew Hadland Diploma ICT**  
**Phone 5491 8645**

- Help with all aspects of Computer Functions
- Tuition – Emails – Scanning – Video Editing
- Burning CD's / DVD's – Backups
- Protection Anti Virus – Spyware – Firewall
- Internet – ADSL Setup

**Computer - Repairs - New Systems**

**Peter Daley**

Computer Repairs and Upgrades for Windows and Linux. Data Recovery, Computer and Internet Training and Setup. Home Entertainment and Hi Fi systems setups and advice. Custom built computers, all computer systems are tested before pickup. Award Winning Web Page Designer!

**E-mail: ( Peter Daley)...**

*PH 0754913279*

| Free Books | | Links | | E-mail |

<b>LEADING EDGE Computers</b> <small>Switched On Service</small>	<b>LEADING EDGE ELECTRONICS</b>
<b>Computer Corner Leading Edge Caloundra</b> <b>Now bigger &amp; brighter with 2 stores!</b>	
Computer Shop: 3/14 Bowman Road Caloundra Ph: 5492 8523 computerco@westnet.com.au	Electronics Shop: 3/14 Bowman Road Caloundra Ph: 5491 8533 sales@leadingedgecaloundra.com.au
Helping SCCC With Service, Apple, PC and Electronic needs.	
 <b>Authorised Reseller</b>  <b>Authorised Agent</b>	 <b>ASUS</b>
Ask About our special offers for SCCC members.	

**Welfare Officer**

Sunshine Coast Computer Club  
 Phone 54925443 Email  
[gregalach54@gmail.com](mailto:gregalach54@gmail.com)

If you are ill or incapacitated or know of a club member who needs some assistance or would like to hear from the Club **contact our Welfare Officer Marie McGregor**

**Find Your Membership Number**

Do you read your Bits'N'Bytes each month? Find your membership number hidden somewhere in one of the pages and win five free tickets in the current raffle.

The membership number will be chosen at random and will appear as a four digit number within the text of the magazine and may be on any page. If your membership number has 1, 2 or 3 digits, it will be shown with leading 0s.

Do not forget to thoroughly scrutinise every magazine for your membership number hidden within the text of articles each month.

The number is placed in the 8672 middle of a sentence like this!

Start looking now! The lucky membership number is hidden somewhere in this month's edition. Is it yours?

When you find your number contact the club by email at [editor@sccc.org.au](mailto:editor@sccc.org.au) or phone 54921005 to claim your prize. You are allowed 60 days from the publication date to claim your prize. Otherwise, the prize is forfeited!



### Classified Ads

Classified Advertisements in Bits'N'Bytes - Editorial Policy is that B'N'B Classified Advertisement -

1. Are for the use of members only.
2. Items must not be of a business or commercial nature.
3. Items submitted should be limited to a few items - no huge garage sale lists please!
4. Items should preferably be relevant to computers, graphics, video, audio, electrical or electronic hobbies etc. Adverts for other types of household goods will be accepted only if there is sufficient room for them.
5. Ads should preferably be forwarded direct to [editor@sccc.org.au](mailto:editor@sccc.org.au) or phoned in to .
6. The Editor reserves the right to reject or edit any material .Editor reserves the right to reject or edit

#### **FOR HIRE OR LOAN**

The Sunshine Coast Computer Club owns data projectors, laptops, external DVD burners, scanners, digital cameras, etc.

This equipment is available for hire or loan to members when it is not required by the club for meetings and presentations.

Contact your club if you need to borrow or hire equipment.

**Email: [sccc@sccc.org.au](mailto:sccc@sccc.org.au)**

**Telephone: 0754921005**

#### **ANNUAL GENERAL MEETING**

**Members should spare some of their time to attend the AGM. All Committee positions become vacant at the AGM, and a new Committee is to be elected. A ballot will be conducted for Committee positions. This is the members opportunity to vote for the Committee for the coming year, speak, or comment on the operation of your Club.**

#### **Australian Seniors Computer Clubs Association (ASCC) Newsletter**

The Sunshine Coast Computer Club Inc is a member of the Australian Seniors Computer Clubs Association – (ASCCA).

ASCCA issues a Monthly Newsletter, The Newsletter may be viewed at - <http://www.ascca.org.au>

(Click on ASCCA's latest newsletter) or a hard copy is available for reading at the Caloundra, Buderim and Yandina Meetings.



#### **SCCC Web Site**

<http://www.sccc.org.au>

To access the 'Members Only' area of the web site, members must be registered.

Enter the link

<http://sccc.org.au/membership-signup>

into your web browser and follow the instructions to get registered

**See the Web Forum User Guide in the October Edition of Bits'N'Bytes**

**Place Your Classified Ad on this page.**

Item (Prices include GST)	Number	Cost
Bits'N'Bytes Ezine Archives CD - June 1998 to December 2010. Bits'N'Bytes Ezine Archives CD - trade in your old copy.	@ \$10 each @ \$5 each	
Multimedia CD - Clip Art, Animations, Midi and Wav files and background colours to add to cards, emails etc. Multimedia CD Upgrade (With old version CD returned)	@\$10 each @ \$5 each	
Postage (for one or more CDs)	\$3.00	
<b>Post to : SCCC, Post Office Box 384, Caloundra 4551</b> Enclosed Cheque / Money Order / Cash	<b>Total</b>	

Member	Surf Watch - Members Web Sites...Submit Yours
Peter Daley	Very Useful Links <a href="http://www.ozemail.com.au/~vital1/lstlinks.htm">http://www.ozemail.com.au/~vital1/lstlinks.htm</a>
Peter Daley	Fantasyland Creations <a href="http://www.ozemail.com.au/~vital1/">http://www.ozemail.com.au/~vital1/</a>
Peter Daley	Daley Positive Personal Development <a href="http://www.ozemail.com.au/~vital1/freebks.htm">http://www.ozemail.com.au/~vital1/freebks.htm</a>
Jay Leboutillier	Website Design Centre <a href="http://www.websitedesigncentre.com.au/">http://www.websitedesigncentre.com.au/</a>
Technologypals	Corporate member <a href="http://www.technologypals.com.au">http://www.technologypals.com.au</a>
Bill Maxwell	IT Knowledge Base for Seniors <a href="http://it.flexinet.com.au/">http://it.flexinet.com.au/</a>

### Your Committee

<b>President</b>	<a href="#">Peter Daley</a>	5491 3279 (VOIP)09134402
<b>Vice President</b>	<a href="#">Heather Atkinson</a>	5444 0886 (VOIP) 09110928
<b>Secretary</b>	<a href="#">Marie McGregor</a>	5492 5443
<b>Treasurer</b>	<a href="#">Leo Kavanagh</a>	5492 1786
<b>Administration Co-ordinator</b>	<a href="#">Jean Lear</a>	5492 1151
<b>Committee</b>	<a href="#">Tom Bray</a>	5479 3149
<b>Committee</b>	<a href="#">Morry Phillips</a>	5491 1148
<b>Committee</b>	<a href="#">George Lupsa</a>	5445 3850
<b>Committee</b>	<a href="#">Jim McGregor</a>	5492 5443
<b>Committee</b>	<a href="#">Ian Smyth</a>	5491 9139
<b>Committee</b>	<a href="#">Andrew Hadland</a>	5491 8645
<b>Committee</b>	<a href="#">Don Wallace</a>	0401 093 692
<b>Committee</b>	<a href="#">Peter Dodwell</a>	5438 7675

### Club Intranet

The Club Intranet is available at all meeting venues. It is packed with up to date free software, tutorials and back issues of Bits'N'Bytes. Access it from any networked computer at the venue.

Type In your browser address bar:**192.168.2.222 At both Buderim and Caloundra and Yandina when available.**

### **SCCC Membership Application/Renewal Form**

**Applications can be posted to SCCC Inc., P O Box 384, Caloundra, 4551  
or presented at a meeting**

- I wish to apply for membership**  
 **I wish to renew my membership**

Name(s):				
Address:				
City:			Postcode:	
Phone:				
Email:				
I will collect my membership card from Caloundra			Buderim	
			Yandina	
<b>Membership fees include the electronic version of the club magazine.</b>			<b>Amount</b>	<b>\$</b>
Individual			\$35	
Family			\$45	
Corporate (Includes a monthly advertisement in the club magazine)			\$60	
Junior (Under 18 Years of Age)			\$20	
<b>For the additional cost of \$12 you may subscribe to a printed and posted paper version of the club magazine.</b>				
Magazine subscription			\$12	
<b>Total Enclosed</b>				<b>\$</b>

<b>Signature:</b>	
<b>If after joining you don't receive your magazine within one month, please contact the Club.</b>	
<b>SCCC Office Use</b>	
Date Paid:	Amount: \$
Receipt Number:	Membership Number:
Signed:	Nominated: