Endeavour News

Endeavour Seniors Computer Club Inc.
Web Site: www.endeavourweb.org.au
Training Room: 184 Gannon's Road Caringbah South NSW 2229

July '19 NEWSLETTER

DISCLAIMER: This newsletter is provided "As Is" without warranty of any kind. Each reader of the ESCC newsletter assumes complete risk as to the accuracy and subsequent use of its contents.

President's Report,

I am sorry to have to report that I was unsuccessful in arranging a team to come to our July meeting and demonstrate CPR techniques using mannequins. You may never have to use it, but you cannot tell what the future may hold, but knowing how to save a life is definitely worth-while should a crisis happen. The teaching team are booked months ahead, but I have locked them in for our October monthly meeting.

Our Q&A session last month was a chance for our members to delve into our tutor's knowledge and that of members as well. Most questions were about problems with NBN connections but there were also lively discussions about printers specially those used to print photos.

Peter Day discussed the features of the new Microsoft update version 1903. This is a large update and will take several hours to download, during the installation your computer will reboot several times. Do not turn off your computer during the update. Updating a laptop, you will need to turn on your battery charger, so your battery does not lose power due to the long period it takes to complete downloading. Microsoft is releasing the update in stages around the world and it will be available here soon.

To assist our finances we have decided, starting in July, to increase our door fees at the monthly meeting from $4 to $5. The lucky door prize will no longer include $25, but the 2 free lessons will remain

Walter Skarschewski
President

The next General Meeting of the Endeavour Seniors Computer Club will be held on 15ᵗʰ July 2019, 10 a.m.
At the Sylvania Heights Community Centre
"WHITE HALL"
288 Box Road, Sylvania.

The Club's General Meetings are held on the 3ʳᵈ Monday of the month, at the Sylvania Heights Community & Youth Club, 288 Box Road, Sylvania
10 am Start
$ 5 Entry for Members and $5 Visitors
Coffee and Tea from 9.30am

Dates for your Diary: JULY 2019
General Meeting Mon 15th July
Dates for your Diary: August 2019
General Meeting Mon 19th Aug10am
Guest speakers not available yet for July or August. Under negotiation with Google. If unsuccessful for July, we will do a video presentation of computer topics.

Please note
If at any time, you are at the Training rooms and notice a problem with electrical cables or anything that could cause a safety problem would you please notify your Tutor or somebody on the committee.
Thank you, as your safety is our first concern.

You can now pay your ESCC Fees by Bank Transfer.
Acct Name: ESCC
BSB: 032250
Acct: 193446
Ref: Membership Number + Surname

17th June 2019 Meeting
Members attended: 28
Joined at Meeting: 1
Visitors: 0
Total at meeting: 29
New Memeber Jane Saffioti WELCOME

What to do if your data is breached...

A lot of the information we provide online is necessary for us to sign up for accounts, goods or services, and while many organizations take measures to protect your information, data breaches can still occur. A data breach happens when your personal information is accessed or released without your permission or is lost.

If you're notified by an organization that your personal information has been breached, it's important to act quickly to reduce the impact on you. These notifications will let you know what personal information has been affected and what steps you can take.

If your data is breached, some steps you can take straight away are: Change your passwords. Remember to use strong passwords that are different across each of your online accounts.

Go to Stay Smart Online for further advice.

https://www.staysmartonline.gov.au/news/what-do-if-your-data-breached

If your bank account has been affected, change your banking PIN number and monitor your bank transactions. If you spot any suspicious transactions, immediately report these to your bank.

Charging your Computer, Phone, Tablet Battery

Should you constantly charge/discharge your battery or just leave your device connected to the power source at all times?

Modern computers, phones and tablets have lithium ion batteries. Rechargeable devices such as laptops, smartphones, tablets or anything else, need to be cycled continually if you want the battery to continue working properly. The recommendation is to run on battery until the charge is around 40% then plug it back to the power supply until 100% then unplug and repeat this procedure. This best preserves your battery charge over time. Leaving your device plugged and running from the power supply at all times actually decreases the life of the battery. In such cases, if you want to preserve your battery life, remove the battery from the device while running on power. Continually running down to 0%, likewise, reduces the battery life.

Some manufacturers may advise to discharge the battery down to 0% at timed intervals (eg. monthly). This allows the system to better calibrate the battery charge.

Devices vary in how they recharge back to 100%. It's not uncommon to have a "triple charge". Here the battery may charge at a fast rate to around 80%, then a slower rate to 100% and then a further 5 minutes or so of "trickle charge" to fully charge. Your device may stay on 99% or 100% for some time until it says fully charged. Some manufacturers may have set the maximum charge at 80% so the charge will not reach 100%. Devices vary.

Do You Know Your File Sizes?

Bits, bytes, kilobytes, megabytes, gigabytes, terabytes – what do they all mean?
1 binary digit = 1 bit (0 or 1)
1 byte = 8 bits (example 01010010 = 1 byte or one alphanumeric character)
1 kilobyte (KB) = 1024 bytes
1 megabyte = 1024 kilobytes
1 gigabyte = 1024 megabytes
1 terabyte = 1024 gigabytes
1 petabyte = 1024 terabytes
Note a kilobyte but is not 1000 bytes but actually 1024 bytes because computers count in twos (binary), so they add numbers as 2, 4, 8, 16, 64, 128……1024 (and not 1000)
Examples:
The word goat = 4 bytes (or 32 bits)
A Word document is around 50 – 100KB
One song is around 2 – 10MB
A one hour TV show is around 1GB (varies depending on the resolution – standard definition, high definition etc)
One movie is around 8 – 20GB (varies depending on the resolution and time)
When you purchase a computer or USB drive the capacity will be described in gigabytes (GB). A USB drive may be 4, 8, 16, 32, 64GB for example. Your computer hard drive may be 500GB or a terabyte (1000GB) for example.
This means you can store data (files, programmes, music, movies, videos etc) only to within the limit of the USB device or hard drive capacity in GB.

Computer Lessons available to members of the Club:

WINDOWS 7, 8 and 10:
2x2 hour lessons + notes, Cost $36.00, Day and time by appointment, Laptops welcome
Telephone Peter Day or Carol Bagshaw

BASIC INTERNET and EMAIL:
2x2 hour lessons. Cost $32.00, Day and time by appointment, Laptops welcome
Telephone Peter Day, Carol Bagshaw or Val Osborne

DIGITAL IMAGING, SCANNING and PHOTO ENHANCEMENT:
1x2 hour lesson + CD provided, Cost $16.00, Tuesday 10am-12pm. Bring your own photos.
Telephone Miriam McAtee

MICROSOFT WORD: Document creation
2x2 hour lessons, Cost $32.00, Thursday, 10am-12pm, Laptops welcome
Telephone Carol Bagshaw

MICROSOFT EXCEL: Spreadsheets
2x2 hour lessons + notes, Cost $36.00, Thursday, 10am-12pm, Laptops welcome
Telephone Carol Bagshaw

MICROSOFT POWERPOINT: Presentations
2x2 hour lessons, Cost $32.00, Thursday, 10am-12pm, Laptops welcome
Telephone Carol Bagshaw

FACEBOOK: Facebook security, How to navigate site, Photo uploads.
1x2 hour lesson, Cost $16.00, Mondays, time by appointment
Telephone Helen Cantrill

Apple iPad, iPod and iPhones:
1x2 hour lesson, Cost $16.00, Wednesday, 10am-12pm.
Telephone Ruth Bingham

ANDROID TABLETS and PHONES:
1X2 hour lesson, Cost $16.00, Monday, time by appointment
Telephone Helen Cantrill

FOLDERS and FILES: Learn how to put your photos and other work in order
1X2 hour lesson, Cost $16.00, Day and time by appointment, Laptops welcome
Telephone Peter Day, Carol Bagshaw or Val Osbourne

COMPUTER MAINTENANCE:
1x2 hour lesson, Cost $16.00, Day and time by appointment, Laptops welcome
Telephone Peter Day

Important Note: Would all Trainees please ensure that they have installed all Microsoft Updates on their **Laptops** before bringing them to the Club Training Room for lessons.

TUTOR Telephone Numbers
Carol Bagshaw: 9599-5270
Helen Cantrill: 9521-1777
Val Osborne: 9525-2929
Peter Day: 9527-4013 or Email: sozuga@bigpond.com
Ruth Bingham: 9525-1605 between 9am and 5pm or Email: ruth.bingham@gmail.com
Miriam McAtee: 9542-2558 between 9am and 4pm or Email: mcateemim@gmail.com

Interest Group: **COMPUTER EXPLORERS GROUP (COMEX)**
Informal meeting to discuss trends in computers and technology plus help in resolving computer problems.
Meets on 2nd and 4th Tuesdays of the month at 10am. Cost - $5.00. Telephone Peter Day 9527-4013

Services offered by the Club to members:
   a) **Copy vinyl records to CD**   b) **Photo slide presentations**
      Contact Val Osborne to make arrangements.   Telephone: 9525-2929

The Club Training room address is: **Port Hacking Community Centre**
                                              184 Gannons Road, Caringbah South.

Lessons must be paid for within 7 days of booking   **Rev: 2019-04-14**