

Membership

Membership has now reached 500 (406 renewals from last year, plus 94 new members). There is still a steady interest from new members wanting to join the club, and although there are a few vacancies appearing in the Rosters we currently have a Waitlist of 9 people (all XP) who have decided not to join until next year.

Fundamentals Training

Trainer Assessment Test

Fifty-three Trainers have now taken (and passed) the new Assessment Test, and there are only 5 active Trainers who haven't yet tried it (they are being given a friendly reminder).

Vista Assessment Test

The Vista version of the Assessment Test for new potential members seeking exemption from the Vista Fundamentals course has now been installed on the Vista partition of PCs 9 and 23 in Room 1.

Flash Drives

Last month's "loaned" flash drive plan for new students was superseded during the month when the Management Committee learned (thanks to Bertrand Harrington) that Harvey Norman had 1GB flash drives on special for \$6. These are compatible with Club PCs, and will now be pre-loaded with the 5 basic Fundamentals files, and given to each new member enrolling in Fundamentals. Although these 1GB flash drives will not be available for purchase from the Club, we are pleased to advise that the 2GB flash drives we do sell to Club members are now only \$10.

Fun Manuals

As announced last month, all three manuals are being updated to correct errors – so if you know of anything which is incorrect or misleading, now is the time to let Eleanor or Peter know. (Thanks to those of you who have already contributed in this way.)

Relief Trainers List

As advised last month, if you are a Fundamentals Trainer, and are willing to do an extra training session occasionally, please consider adding your name and availability to the Relief Trainers List in the corridor.

Office Assistants

If you know of anyone who might be interested in becoming an Office Assistant (either on a permanent basis or just as relief cover for holidays and sickness), please contact Barbara Browne on 9639 8636.

Promoting Optional Courses

The promotional PowerPoint presentations advertising all our Optional Courses have now been completed. CDs containing three promotional presentations (Course Levels 1 & 2, Level 3, and Levels 4 & 5 of the Progression Chart) plus viewing instructions, will be given to all new students when they join the club. As more copies become available they will be distributed to all students. These CDs also contain PowerPoint Viewer, a free download program, which runs the presentation for those who do not have PowerPoint at home.

An enhanced version of the presentation (which will not run under PowerPoint Viewer) will be loaded in the Fun Computing folder on all club PCs and in the Office. Feel free to make yourselves a copy on your flash drive if you wish. In a change from last month's Mailout, these promotional PowerPoints will not now be added to the Fun CDs.

Club PCs

Windows Updates

Just a reminder – the Maintenance Team will now do all Updates, so any Updates Available notifications should now be ignored by clicking on the **X** in the top right-hand corner of the "balloon" in the System Tray.

USB/Sound panels on the fronts of PC

The Testing of the sound panels is continuing, and stickers indicating whether to use the sound panels or the connections at the rear of the PC will be applied when testing has been completed.

Virus Checking Flash Drives

As some of you already know, last Tuesday members of the Maintenance Team noticed that some Trainers were allowing students to use flash drives without first virus checking them. We have been asked to stress that this is not good enough, and to ask you to please teach your students to manually virus check their flash drive at the beginning of each lesson, and not to rely on the automatic background checking.

Changing Settings on Club PCs

Friendly Reminder... Fun manuals currently encourage Trainers to use club PCs to show students how to personalise things like Screen Savers and Desktops. Please remember, this is a privilege and not a right, so always ensure everything is restored to its standard settings before you leave. In the unfortunate event that you are unable to restore the standard settings, please don't just walk away – tell your Senior Trainer so that normal service can be restored. (If all else fails, make a report in the Log Book.)

New, Updated and Deleted Courses

e-Bay Workshop??

One of the main problems with eBay has been its insistence that PayPal is the only method of payment. A compromise has now been reached making PayPal one of several acceptable payment options. The possibility of an eBay and Buying on the Internet course is still being investigated.

Linux - Ubuntu

Bill Butts and John Greenlees are developing a course using the Open Office program "Writer" (the "open" equivalent of Microsoft Word). A Clipboard for expressions of interest in this course will soon go up in the hall.

Family Tree Maker Workshop???

As genealogy is such a vast and varied topic, we are investigating Ella Ross's suggestion of a workshop on Family Tree Maker. Watch this space!

StoryBook

Watch this space for future developments.

Monthly Meeting

The December Meeting is a catered Spit Roast Luncheon. This is a pre-booked and pre-paid event, and it is not possible to pay at the door.

This time last year we said that it had been our best year ever. This year has been even better in two ways: firstly we reached our highest ever membership of 601 before the end of the Financial year in June, and secondly (and more encouragingly) our current membership of 500 includes a massive 406 renewals from last year, and as we have said before, much of the credit for this goes to you, our loyal band of Trainers and Office Assistants. So thank you all once again for your effort and commitment.

We hope you have a refreshing break and return ready for another great year on Tuesday 29 January 2009. The February monthly meeting on 11th February 2009 will include three in-house presentations about our own Optional Courses - **Excel**, **Publisher**, and the proposed **Open Office Writer**. (There will be no Trainers' meeting in February.)



Peter & Eleanor