

Summer/2009

# Senior COMPUTER Center of Santa Cruz

at the Louden Nelson Community Center  
301 Center Street, Santa Cruz, CA 95060  
(831) 420-6180 • info@seniorcomputer.org  
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**NEWS  
&  
COURSE  
INFORMATION**

## Where are we...budget-wise?

Recently, not a day goes by that I don't have a conversation with someone about the City of Santa Cruz's budget and how the cuts will affect our programs here at Louden Nelson.

In addition to staffing cuts throughout the city, a tentative agreement has been reached with the City's various unions and 30 and 40 hour employees hours will be reduced by 10%. No decisions have been made as of yet but the ultimate goal is to have the least impact on our programs.

The good news is, at the time of this publication, we are still here and still planning for the future. Meanwhile, what can you do? Make sure you let the City Council know how much you value the programs. You can send e-mails, write letters, follow the ongoing information on the City's special website created for budget discussions:

<http://budget.santacruzcityca.gov/>

On a smaller scale, make sure you sign in on the sheets for open lab time, those of you who are volunteers, make sure you log your time. This information is valuable when we are trying to justify just how many people attend the facility every day.

We will get through this but it will take all of us working together to make it happen!

*Kim Fryer*

## Welcome Vista!

Beginning with the Summer session, all the PCs will be converted to the Windows Vista operating system. Come try it out!

## Our Own Economic Stimulus!

Memory Stick, Thumb Drive, USB Flash Drive, Jump Drive...they are all the same thing! These little powerhouses have virtually replaced CDs and DVDs as the technology of choice for backing up and transporting data from one computer to another.

We recently presented our fabulous volunteers with these as a small token of our appreciation for all the support they give us.

We ordered extra and have a small number of 1 GB drives for sale for a mere \$10 each. These drives are about the size of a stick of gum. In fact, their bright yellow color makes them look a bit like a stick of Juicy Fruit! They will hold a large number of files and can be used over and over again. Best of all, they have the Senior Computer Center logo printed on them!

**See the office staff to get yours today!**



*Senior Computer Center thumb drive—\$10 ea.*

# Registration Instructions

Please follow directions completely

to expedite processing of your registration request!

- STEP 1: Read the course descriptions and prerequisites thoroughly.
- STEP 2: Read the registration information below.
- STEP 3: Fill out the Registration Form (see insert), starting with your name, address and phone number where it is requested. Select the appropriate course(s), indicating first, second and third choices whenever practical. Mail in the completed registration form along with your Membership Renewal if it is due.
- STEP 4: Remember, you are limited to TWO classes per quarter. If you wish to take more than two, indicate your two top choices and you will be placed on a waiting list for the remainder of the classes. If there is still room by the start date, you will be contacted prior to the start of class to see if you are still interested. If you do not hear from us, please call the office to make sure we didn't forget you!
- STEP 5: Confirmations and parking information will be mailed prior to the start of class. We cannot confirm registrations until all mail has been processed. Please include a self-addressed stamped envelope for this purpose. Confirmations will NOT be mailed if no SASE is provided.
- STEP 6: Mail your registration as soon as possible after receiving this newsletter. Classes fill up quickly! Send to:

SENIOR COMPUTER CENTER OF SANTA CRUZ, 301 CENTER STREET, SANTA CRUZ, CA 95060

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## Important Registration Information

- Only members are eligible for classes. Register early!
- Registration is by mail—first-come, first-served by postmark. To accommodate differences in mail service delivery, all registration requests postmarked within 3 days of mailing will be treated equally, and if classes are oversubscribed, registration will be by lottery.
- Mail-in registration is given preference as it is the best way for us to handle the high demand for classes. Hand-delivered registration will be dated and processed as “mail-in” registration until walk-in registration begins on Monday, July 13th, 2009.
- Class size is generally one person per computer. Due to the small size of Macintosh classes, one or two spaces may be offered to additional persons on an audit basis.
- Classes may be repeated on a space available basis.



## Macintosh Courses

The following courses are taught on iMacs using OSX.

Please read course descriptions carefully and note any prerequisites.

### Mac/Course #1–Beginning/Intermediate Mac OSX

Level 1- OSX *Dav Summer*

This combo-course is for beginners and intermediate users alike. Learn how to manage the Dock, move things around on the desktop, save documents in their proper place and find them later and help explain a lot of those little mysteries that come with using a computer! Everyone can learn something new in this class.

*There will be weekly exercises to practice on your own and in class. As always, questions are very welcome.*  
*Prerequisites: Ability to follow instructions.*

Mondays & Fridays 9:30-11:25 AM  
July 17-July 30 (Thursday) 5 sessions



### Mac/Course #2–All About Mac

OSX *Alan Schlenger*

If you are comfortable with turning on your computer, using the mouse, and do some basic email and internet, join Alan for two weeks to reach the next level. We will cover intermediate Mac OS X, text editing, digital photography, email, internet, and wherever else the class wants to go. There will be ample time to practice in the lab. Laptops are encouraged.

*Prerequisites: Students should have a good mastery of using the mouse and keyboard (completion of Level 1 & Level 2 or equivalent).*

Tuesday through Friday 2:35-4:30 PM  
July 21-July 31 8 sessions

### Mac/Course #3–Word Processing with Pages OSX

*Dav Summer*  
Pages is the word processing component of iWork, the suite of presentation, word processing and spreadsheet programs for Mac.

If you recently purchased a Mac computer, you may have discovered they no longer give you a word processing program for free. You can download a trial version of iWork (or the trial may come with your computer already).

This class will show how to use the program efficiently to get the results you want with the least amount of stress and frustration!

Learn how to enter text, align it correctly, manage page breaks.

*Prerequisites: Students should have a good mastery of using the mouse and keyboard (completion of Level 1 & Level 2 or equivalent).*

*Note: If you wish to use your own laptop, please check with office staff to ascertain you have iWork installed.*

Tuesdays & Thursdays 9:30-11:25 AM  
August 4-August 19 (Wednesday) 4 sessions

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### Mac/ Course #4–Keynote

Mac OSX

*Dav Summer*

Another feature of iWork is Keynote; a presentation oriented program to help create slide shows and other great graphics. Animation, charts and graphs and easily-used templates can give your project that “Wow” effect right from the start!

*Prerequisites: Students should have a good mastery of using the mouse and keyboard (completion of Level 1 & Level 2 or equivalent).*

*Note: If you wish to use your own laptop, please check with office staff to ascertain you have iWork installed.*

Tuesday & Thursday                      9:30-11:25 AM  
September 15-September 29            5 sessions

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### Mac/Course #5–How to Create and Maintain Blogs

Mac OSX

*Ray Sherrod*

BLOG (Short for weB LOG) Want to be part of the blogosphere? Learn how to create and maintain your own blog. Reach friends and family easier than email. Blogs are easy to create, easy to maintain and, best of all, FREE!

Join us as we create a class BLOG as a group project so you will have immediate success!

*Prerequisites: Students should have a good mastery of using the mouse and keyboard (completion of Level 1 & Level 2 or equivalent).*

Saturday                                      1:30-3:00 PM  
August 8-August 29                      4 sessions

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### Mac/ Course #6–Skype

- Mac OSX

*Carolyn Wardrip*

You can talk via Skype around the world for FREE! “Let’s Skype” is a message exchanged by friends a family regularly. You can call anyone anytime: virtually any computer can call through Skype. If you want to see and be seen, you can show your new dog to a friend or read a picture book to a grandchild in another country or another state. For video, you use the web cam in or on your computer (all newer Macs have them built in). Don’t know anyone to call on Skype? No worries, we will learn how to connect to friends in this class!

Although Skype has been around since 2003, like Facebook and Twitter, it was mainly used by “geeky types” until mainstream media embraced the technology. Enter Oprah who used the technology in March 2008 to conduct an interactive discussion with her viewers and Eckhart Tolle, the author of A New Earth. She has since been using Skype extensively in her shows, virtually eliminating the need to have guests travel to her studio. Give up the expensive calls and learn to Skype!

*Prerequisites: Students should have a good mastery of using the mouse and keyboard (completion of Level 1 & Level 2 or equivalent).*

Tuesday                                      2:35-4:30 PM  
August 4-August 25                      4 sessions

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### Cassandra to the rescue!

“Ta Daaaaa!!!” Some people should just have their own theme music! We have been struggling to keep our Saturday lab open on a consistent basis due to our regular assistants having health issues as well as family commitments.

Last quarter, we welcomed Cassandra Gregg into our family by interviewing her for a volun-

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## PC Courses

The following courses are taught on PCs, running Windows Vista unless otherwise noted.

*Please read course descriptions carefully and note any prerequisites.*

### PC/Course #7-Beginning Vista

Level 1-Win Vista

*Paul Kleibrink*

You have had little to no experience with computing and now you just bought your first computer and it comes with Windows Vista. You will learn about the various computer components and their names. There will be practice with the right and left mouse buttons, changing the appearance of the screen, handling files, and more! Time allowed for discussion and individual questions.

Wednesday

9:30-11:25 AM

July 15-August 12

5 sessions

### PC/Course #8-Intermediate Vista

Level 2-Vista

*David Copp*

We will spend the first session will be for laptop users in getting to know your tools (laptop-experienced students can skip this first session if they wish) and the final four sessions learning a little more in-depth about Windows Vista. This will be a combination of lecture and practice on either your laptop or the lab computers.

*Prerequisites: Students should have a good mastery of using the mouse and keyboard (completion of Level 1 or equivalent).*

Wednesday

9:30-11:25 AM

August 26-September 23

5 sessions

### PC/Course #9-E-Mail and the Internet

Vista

*Cassandra Gregg*

If you think “Google” is the last name of a guy named Barney, this is the class for you!

We will cover the basics of getting to where you want to go on the internet and how to get back to where you started. Explain the difference between a browser and a search engine. We’ll show some nifty tricks to make your internet experience less tedious.

We will also take on popular web-mail interfaces such as Gmail, Hot Mail and Yahoo. We’ll work on the basics such as creating and sending e-mail, adding e-mail addresses to your contacts list, and dealing with SPAM.

*Prerequisite: Completion of a beginning and intermediate Vista or equivalent. Must be mouse proficient!*

Tuesdays

9:30-11:25 AM

August 18-September 8

4 sessions

### PC/Course #10-Photoshop Elements

Vista

*Ken Jenkins*

Tired of paying \$3-4 for greeting cards? Through doing a project to create your own greeting cards you will learn the basics of Photoshop Elements using your own images or some you find using Google Images.

From there, depending on class interest and time, we will go into more depth in editing photos. No prior Photoshop experience necessary, but you must be mouse proficient.

*Prerequisite: Completion of a beginning and Intermediate Vista or equivalent. Must be mouse proficient!*

Wednesday & Friday

2:35-4:30 PM

August 19-September 2

5 sessions

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**PC/Course #11–Word Processing with MS Word**  
— Win Vista *Irma Andrews*

Learn the basics and beyond of Microsoft Word, the most popular word processing program. We will work with editing text, changing fonts and inserting graphics in a document. We'll work with "Wizards", envelope printing and labels. As time allows, we will answer individual questions and explore some of the more advanced features that will amaze your friends and probably yourself!

*Prerequisite: Level 1 and Level 2 or equivalent.*

*Must be mouse proficient!*

Tuesday & Thursday 9:30-11:25 AM  
July 14-July 23 4 sessions

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**PC/Course #12–Internet Survival**

Vista *Reesa Abrams*

Learn the basics and beyond of Microsoft Word, the most popular word processing program. We will work with editing text, changing fonts and inserting graphics in a document. We'll work with "Wizards", envelope printing and labels. As time allows, we will answer individual questions and explore some of the more advanced features that will amaze your friends and probably yourself!

*Prerequisite: Level 1 and Level 2 or equivalent.*

*Must be mouse proficient!*

Thursday 9:30-12:00 PM  
August 13 1 session

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**See the insert for SIG  
dates and times!**

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## The Gnomes Have Been At Work

Thanks to Paul Campbell and Dav Summer, the Mac server that keeps our computer lab humming along has been given an overhaul by way of an upgrade. This may not be apparent to you as a user but Dav is a happy camper with all the new and convenient features and he gets to learn lots of new things. One thing you will notice is that you are now able to use your real user name and password again (for a time, everyone had to log in under "Guest"). If you have forgotten your username and/or password, please see us in the office.

We have also upgraded the Mac operating system on the individual systems in the lab which means that we also upgraded iLife and iWork and all the ancillary programs that allow you to have a good experience on the computers. Now is a good time to take some classes!



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## Cassandra...

teer position and immediately dropping a Beginning Windows class in her lap! Not only did she not quit, she flourished! She immediately won the students over with her knowledge and ability to break things down into simple terms. I think she has broken the record for getting baked goods from students during her first tour of duty!

Now Cassandra is taking on the Saturday lab. She will be in the lab each Saturday from 11:30 am to 2:30 ready to tackle your questions head on. Come say hello!

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# Class Registration Form: Summer 2009

Read Registration Information Carefully  
Before Completing This Form!

Must be a member of the Senior Computer Center to enroll

Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_  
Our teachers sometimes like to contact their students by e-mail. Please provide a current e-mail address if possible.  
E-mail Address \_\_\_\_\_

**Course #1 Begin/Intermed Mac**  
Mon/Fri 9:30-11:25 AM Jul 17-Jul 30  
(Note: Final class is on a Thursday) (5 Sessions)

**Course #2 All About Mac**  
Tues-Fri 2:35-430 PM Jul 21-Jul 31  
(8 Sessions)

**Course #3 Mac-Word Processing/Pages**  
Tues/Thurs 9:30-11:25 AM Aug 4-Aug 19  
(Note: Final class is on a Wednesday) (4 Sessions)

**Course #4 Mac-Keynote**  
Tues/Thurs 9:30-11:25 AM Sept 15-Sept 29  
(5 Sessions)

**Course #5 Mac-BLOGS**  
Sat 1:30-3:00 PM Aug 8-Aug 29  
(4 Sessions)

**Course #6 Mac-Skype**  
Tues 2:35-430 PM Aug 4-Aug 25  
(4 Sessions)

**Course #7 PC/Beginning Vista**  
Weds 9:30-11:25 AM Jul 15-Aug 12  
(5 Sessions)

**Course #8 PC/Intermediate Vista**  
Weds 9:30-11:25 AM Aug 26-Sept 23  
(5 Sessions)

**Course #9 PC/Vista E-Mail & Internet**  
Tues 9:30-11:25 AM Aug 18-Sept 8  
(4 Sessions)

**Course #10 PC/Photoshop Elements**  
Weds/Fri 2:35-4:30 PM Aug 19-Sept 2  
(5 Sessions)

**Course #11 PC/Word Processing**  
Tues/Thurs 9:30-11:25 AM Jul 14-Jul 23  
(4 Sessions)

**Course #12 PC/Internet Survival**  
Thurs 9:30-12:00 PM AUG 13  
(1 Session)

If you would like to be notified periodically of special announcements, special interest groups please carefully write your e-mail address below.

Please check here if you would like to bring your laptop to class



Did You Remember to Enclose  
a Self-Addressed Stamped Envelope.

1. If you aren't sure if a class is right for you, please call the office at 420-6180
2. Classes are free for members in good standing. Renew your Membership, if appropriate
3. Make membership checks payable to FOPAR.
4. Enclose a Self-Addressed Stamped Envelope. Confirmations will not be mailed without SASE

Summer 2009  
Course Registration  
Information Inside!

**Senior  
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Center of Santa Cruz  
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301 Center Street, Santa Cruz, CA 95060  
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