KILOBYTES

The Quarterly Newsletter of the
Computer Club of Rossmoor
P.O. Box 2070, Walnut Creek, CA 94595
(925) 947-4527

Computer Club website www.caccor.com

PRESIDENT'S MESSAGE
December 2016

It's hard to believe it was only in September when I became President of the Computer Club of Rossmoor ("CCOR"). Given how this new role has taken over my life, it feels more like three years than only three months…..but I mean that in a good way! It's been a mixture of fun and excitement, a bit of stress now and then, and lots of challenges sprinkled with several "Hey, that was easy!" moments. But the one constant has been: it's rewarding!

It's rewarding because it's wonderful to be an integral part of a Club providing services that meet the needs of so many people in our community. Whether it's helping someone in our Gateway office make a copy of an important document, stopping by a member's home to troubleshoot a technical problem, or teaching new skills in one of our many classes or seminars, I know our club is making a positive difference in so many lives.

One of the new ways we want to make a difference is by providing members with more opportunities to come together, make new friends, and have some fun…all while exploring and learning about the varied and endless ways we can use technology. So, starting in 2017, we will be rolling out a series of free, informal sessions, each of which will focus on a different topic.

Perhaps members will share our experiences with streaming-media devices or compare and contrast the various web browsers. Maybe we will demo dictation software or check out hardware that detects water leaks in your home (and then sends an alert to your smartphone!). Is it worth it to upgrade to a newer version of MSWord? Perhaps another member can share their perspective about this (if you want Bill Hammond's thoughts on this very topic, see his article in this issue about downloading free alternatives to MSOffice). Want to start a blog? Get recommendations from other members about blog-hosting services. How about going on a field trip to the Tech Museum in San Jose? Or let's invite a guest speaker to discuss the latest about cyber security (should you really put tape over your computer's webcam???)
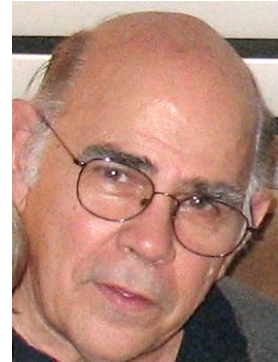
The possibilities are truly endless, and we want to include a very wide range of topics and events. While many of these sessions will be of interest to less experienced members, others will be geared to more sophisticated users. And, rather than confining ourselves to simply PCs, tablets and smartphones, we want to cover all manner of technology products: from streaming media devices to gadgets that help you find your lost house keys (or, for that matter, "smart locks" that make those keys obsolete). If all goes well, we should be launching the first of such events in February, so please be on the lookout for announcements in the Rossmoor News and via email.

Until we see you at the next CCOR event, on behalf of the CCOR Board of Directors and Volunteers, I wish you Happy Holidays and a wonderful, healthy New Year.

Replacing Microsoft Word, Excel and PowerPoint....for free!

by Bill Hammond

If you recently obtained a new Windows computer you may find out that you can't open or create Word files, Excel files or Powerpoint files without paying homage ($$$) to Microsoft. That version of Word or Excel that you had on your old computer cannot be transferred to the new computer without the original CD's. If Word or Excel came as part of the old computer, chances are that you don't have those CDs. What to do?

Well, you could pay the $100.00 that Microsoft is requesting or you could find an alternative program which is compatible with the MS Office Suite.

Two "Open Source" products are available to solve this problem. The oldest product of this type is called Open Office while the latest offering (which is a bit more modern and comprehensive) is called Libre Office. We have Open Office installed at the Computer Center. Click on the links provided for a free download.

If you haven't heard the term "Open Source" before, let me tell you about it. If a program is open-source, its source code is freely available to its users. Its users – and anyone else – have the ability to take this source code, modify it, and distribute their own versions of the program. The users also have the ability to distribute as many copies of the original program as they want. Anyone can use the program for any purpose; there are no licensing fees or other restrictions on the software.

Give it a try.

Open Office Link   Libre Office Link

Want to come visit us? Use the new shortcut!

Just type www.caccor.com into your browser to visit our website.

(For those of you who like to type, you may continue using our old, 22-letter URL. It still works)

All About Email

by Rhona Lishinsky

As of January 1st, many Rossmoor residents will be getting Comcast internet for the first time. As with other ISPs (Internet Service Providers), Comcast will provide you with an email address, in the format of yourname@comcast.net.

Even though Comcast is your ISP, you are of course free to use other email services. Many technology companies provide free email addresses. Here are a few of the more popular ones:

- Google: Gmail.com
    - With over 1 BILLION users worldwide, this is probably the most widely used email address among those offered by non-ISPs
- Microsoft :
    - Over the years, they have offered free Hotmail.com and MSN.com email accounts. More recently, Microsoft has added a new email domain of Outlook.com.
- Yahoo: Yahoo.com
- AOL: Aol.com
    - Yes, this long-time email provider is still around, though not anywhere near as popular as they were 20 years ago

Some people use more than one email address and/or email provider as a way to segregate their mail. For example: you could use yourname@Comcast.net for communicating with friends and family, and also use yourname@gmail.com for your online purchases. That way, any resulting shipping notices and junk mail won't clog up your "friends and family" inbox. Personally, I have 4 email accounts: One for friends/family, another for those aforementioned internet purchases, and one for staying in contact with former work colleagues. And then there's my newest email account, the one that has the most activity: it's the email address I set up for handling my personal Computer Club correspondence!

A Special Note about AT&T email

Many Rossmoor residents have used AT&T's DSL service, which delivers an internet connection via an AT&T's phone line (Comcast differs in that it delivers internet via a cable connection). In conjunction with having the DSL account, users were provided with an email domain of att.net or SBCGlobal.net.

Now that Comcast will be the ISP for all Rossmoor households, those AT&T DSL users will undoubtedly cancel their service. So the question has come up: "If I'm no longer using AT&T's DSL service, will they allow me to keep using my att.net or SBCGlobal.net email address?" After all, if all your contacts have your AT&T email address, you probably won't be looking forward to letting everyone know your email address will be changing!

We have checked with AT&T regarding this question and are happy to report that AT&T will allow people to retain their att.net (or SBCglobal.net) email address even after the DSL service is cancelled. Of course, as we all know, companies sometimes provide inaccurate information, so we can't guarantee you won't lose your AT&T address after discontinuing DSL service. However, we are 98% confident you will be ok.

By the way, a unique characteristic of ATT's email is that they contract with Yahoo to provide the interface for accessing your mail. That's why when you go to the internet to get your ATT mail (att.yahoo.com) you see both the AT&T and Yahoo logos.

Did You Know?

When typing an email address, it's unnecessary to distinguish between uppercase and lowercase letters. It's true: email addresses are never case-sensitive. Whether you type MarySmith@comcast.net or marysmith@Comcast.net ……or any other variation, Mary Smith will get your email.

Computer Club of Rossmoor Annual Banquet

featuring entertainment by Kelly Brandeberg

Members and Non-members Welcome!

"CURTAINS UP...On A Brand New Year!"

A Broadway Cabaret
with

KELLY BRANDEBURG

Award-Winning Musical Theatre Star of
The World of Webber, The Broadway Divas, My Favorite Barbra

Friday, January 20 — 6 pm
Fireside Room
$35 per person

**For reservations or more info, visit www.caccor.com
or stop by the Computer Center at Gateway**

COMPUTER CLUB OF ROSSMOOR
PO Box 2070, Walnut Creek, CA 94595
Website: carossmoorcomputerclub.com
Acalanes Office (925) 280-3984
Gateway Office (925) 947-4527

MEMBERSHIP APPLICATION or RENEWAL

Membership is open to all Rossmoor residents, including a limited number of non-residents. Club membership of $15 entitles one person to full Club benefits for a calendar year starting January 1st. Sustaining renewal Dues of $15 are due by January 1st.

New memberships made during September through December receive membership through the following year.

Dues or new membership may be paid at the Computer Center in Gateway Complex, or mailed along with this form and a check to the Club at the above address.

PLEASE PRINT CLEARLY

NAME (1 name only, no joint memberships) _____

STREET ADDRESS: _____ Manor_____ Entry _____

CITY / STATE/ ZIP:_____

PHONE: _____EMAIL:_____

Rossmoor Resident?   Yes_____   No_____

Would you like to become a Volunteer?
Yes _____ (Application available at Computer Center)

Payment Method by Cash _____ or Check _____ in the Amount of $_____

Received By: _____ Date: _____

The Club is independent of the Golden Rain Foundation.

Center Volunteer – Provide the person with the new member letter, and direct them to the Club's website for useful information. Add notes to this form as needed. Clip funds to this form and place in green folder.

The Internet: Connect & Discover

One of our most consuming, exciting – and rewarding! – events took place just a couple of weeks ago, on November 30th: "The Internet: Connect and Discover." This event was the outgrowth of a meeting arranged by Tim O'Keefe, the CEO of the Golden Rain Foundation, who invited representatives of CCOR, the Apple User Group, and the Rossmoor Photography Club to his office back in early September. With plans to automatically provide Comcast internet to all Rossmoor residences, Tim wondered if some people who didn't already use the internet might finally be enticed to discover what all the fuss was about. So, he asked if our respective clubs might want to help out with getting people get online. Naturally, CCOR stepped up to the plate (or should I say to the computer?) and developed a comprehensive program to meet Tim's objectives.

The first part of that program was the November 30th "Connect and Discover" event which included a presentation by our club's Vice President, Kathy Stephens, showcasing the wide range of websites that can make life more fun and efficient. And, we also invited BestBuy to participate by showing off a variety of devices, including desktops, laptops, tablets, streaming media devices….even HDTVs.

While we were thrilled with the success of the event, we are not resting on our laurels. In January and February, we will present three seminars in the Fireside Room that are specifically designed to help those who are new to all this tech stuff. And, several of our Acalanes classes this Winter will be of particular interest to less experienced users. Keep reading this Kilobytes newsletter to get the details about all these classes and seminars.

If you'd like to read more about "The Internet: Connect & Discover" event, you can click this link to access the article in the Rossmoor News: http://www.rossmoornews.com/wp-content/uploads/2016/12/RMN-12-07-16.pdf

By the way, we have compiled a comprehensive list of the various websites Kathy talked about in her presentation ……and then we added a whole lot more! We posted the list to our website; click the following link to access it:

http://www.carossmoorcomputerclub.com/sites.pdf

If you have a favorite website that we didn't include, please tell us about it. Send us an email at **rossmoorcomputercenter@comcast.net** and provide us with the URL. If we agree that others would find your website fun, interesting, or useful, we'll add it to our list!

THE INTERNET: CONNECT AND DISCOVER!

Introductory Two-Hour Seminars

Location -- Fireside Room

Cost: Free!!!

Browser Basics	Discuss browsers, pages, home page, forward, back, favorites, tabs, downloads, and Internet navigation	Bill Hammond	January 10 10 am-noon
Using Comcast Email	Comcast email setup, security, send, receive, reply, opening attachments, and managing contacts.	Kathy Stephens and Comcast	January 23 10 am-noon
Internet Searching	Using Google Chrome for simple to complex Internet searching.	Bill Hammond	February 6 10 am-noon

The Computer Club is

Looking for a Webmaster

We need an experienced, responsible volunteer to maintain / update our website as needed.

The aspiring Webmaster does not need to be a member of CCOR or the Rossmoor community. Students will also be considered. If you or someone you know would like to take on this role, let's talk!

Please send us an email at **rossmoorcomputercenter@comcast.net**

WINTER 2017 CCOR SCHEDULE OF CLASSES

Highlighted classes are especially appropriate for beginners

#	Class	Day		Dates	Teacher	Description
Classes are 3 meetings and Hands-On **Fee: $35 Club Members, $45 non-members**						
301	Android	Tue	10am-12pm	Jan 10, 17, 24	Barnes	Learn basic use, the settings, apps and personalization of your phone. **Limit 10**
302	Microsoft Word	Thu	1-3pm	Jan 19, 26, Feb 2	Heflich	Here is your chance to refresh or learn the basics of this powerful word processor.
303	Windows 10 level I	Thu	1-3pm	Jan 19, 26, Feb 2	Wilson	Learn to find your way around this new operating system. **LIMIT 15**
304	Overcoming Computer Anxiety – Beginners I	Mon	10am-12pm	Jan 30, Feb 6, 13	Barnes	A chance for beginners to learn the basics of keyboard, mouse, Windows.
305	Windows 10 level I	Tue	10am-12pm	Feb 7, 14, 21	Wilson	Learn to find your way around this new operating system. **LIMIT 15**
306	Windows 10 level II	Tue	10am-12pm	Feb 28, Mar 7, 14	Wilson	Expand your knowledge and comfort with this new operating system. **LIMIT 15**
307	Computer Basics – Beginners II	Thu	1pm - 3pm	Mar 2, 9, 16	Heflich	For those with a little computer comfort, now learn about the internet and email.
308	Android	Mon	10am-12pm	Mar 6, 13, 20	Barnes	Learn basic uses, settings, apps and personalization of your phone. **Limit 10**

OK, it's true: we are ALWAYS looking for Volunteers with solid PC and /or mobile device skills. But even if that's not you, there are other ways you can help members and/or assist the Computer Club with staging activities and events. Come talk with us about the ways you can participate!

WINTER 2017 CCOR SCHEDULE OF SEMINARS

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Seminars are 1 meeting for Demo & Q/A **Fee: $15 Club Members, $25 non-members**						
#	**Seminar**	Day	Time	Date	Teacher	Description
310	Hack & Spam Protect Yourself	Mon	10am-12pm	Jan 30	Wilson	See protective measures to increase personal and internet security.
311	Using the Control Panel	Thu	1pm-3pm	Feb 9	Wilson	Learn to personalize your computer using the icons of the Control Panel.
312	Backing up Your Computer	Thu	1pm-3pm	Feb 16	Wilson	Learn how to back up your computer – the most important step in security
313	Files & Folders	Thu	1pm-3pm	Feb 16	Heflich	Understand and use your computers all important storage.
314	Transferring Data	Thu	1pm-3pm	Feb 23	Wilson	Here is how to move files between phone and PC and more.
315	Email Attachments	Thu	1pm-3pm	Feb 23	Heflich	Learn to attach, detach and store files attached to email message.

Winter 2017 CCOR Registration

I WISH TO ENROLL IN THE FOLLOWING SUBJECTS

Course Numbers: #_____   #_____   #_____   #_____   #_____

Payment Method: Check ____ or   Cash ____   in total amount of $ _____

Printed Name: _____

Signed: _____

Phone: _____

Received by: _____   Date: _____

Classes are held in Computer rooms in lower level campus of Acalanes Adult Ed Center. Please arrive 10 minutes early. Payment is due upon enrollment. Payment and enrollment is not possible at the classroom. Refund only for class cancelation. Make checks payable to CCOR. Form and funds can be delivered to Gateway Computer Center, or mailed to Computer Club of Rossmoor, POB 2070, Walnut Creek, CA, 94595. For questions, call (925) 947-4527. Thank you very much.

In Fond Remembrance of Teresa Brock

Sadly, we wish to report the passing of Teresa Brock, our past Vice President. Teresa was a long-time CCOR volunteer, beginning at the computer center and then taking a position at the Acalanes class rooms where she was devoted to welcoming each student. She was also the social chairman and meticulously set up our club events for years. During her many years in Rossmoor she served on the GRF board, was active in and held offices in many of the club organizations, always elegant and gracious. She will be greatly missed by all.

A special tribute from Muriel Wyro,

CCOR Past President:

As a dear friend of mine and friend to many other CCOR volunteers, it is with much sadness to learn of the passing of Teresa Brock early last month. Her many years of volunteer dedication brought her much enjoyment as she expressed many times. Especially volunteering at the Del Valle classrooms organizing the flow of students registering and signing in for classes. It was always a pleasure to work with her. Teresa loved to wear many ornate rings and was a very colorful dresser. I will miss her as I know many of us will, but will have many warm memories.

Officers:

President Rhona Lishinsky

Vice President
Kathy Stephens

Secretary (open)

Treasurer Sandy Helmus

Web Master Jan Barnes

Board of Directors:

Jan Barnes

Gloria Crabbe

Bill Hammond

Sandy Helmus

Leonard Krauss

Jeanette Massery

Kathy Stephens

Paul Wilson

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Muriel Wyro

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