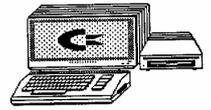


# SOUTHERN DISTRICTS COMPUTER USERS CLUB INC.



**APRIL 2012**

Club Web Site <http://sdcuci.com/>



Editor Jim Greenfield

**MEETINGS are held  
on the third  
Wednesday of the  
Month, in the Hall at  
the rear of  
St Mary's Catholic  
Church  
Morphett Vale.  
(Corner Bains Road  
and Main South  
Road)**

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Novice and  
experienced computer  
users will be warmly  
welcomed

*After three visits in a  
twelve month period  
visitors are required to  
become members.*

*APRIL 25th*  
**APRIL 25th**

*They shall grow not old, as we that  
are left grow old:*

*Age shall not weary them, nor the  
years condemn.*

*At the going down of the sun and in  
the morning,*

***We will remember them***

## TOPIC FOR MAY MEETING

**Lionel Leddra** a presentation on the joys of Microsoft  
Works program.

A Microsoft program that compares favorably with Office  
2010, but at a fraction of the cost.



**Government of South Australia**  
Department for Families  
and Communities

**Southern Districts Computer Users Club,**  
acknowledges the generous assistance of both the  
**Comm. Department of Families and Communities**  
as well as the  
**City of Onkaparinga**

in the provision of laptops and software used  
in training sessions and elsewhere within the club.



**ONKAPARINGA**

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**Have you recently acquired,  
or do you just want to learn  
more about operating your  
computer?**

The Club conducts classes on a wide range of subjects, at a very moderate charge.

The maximum number in class is five.

(Our aim is to conduct the classes in a friendly non-threatening atmosphere).

Some of the classes that are available:-

1. Basic Computing (Stage One and / or Stage Two).
2. Advanced Word.
3. Internet workshops.
4. Digital Cameras.

**For more information  
contact a committee  
member.**

## BY-PASS THE RECYCLE BIN

When you delete files the files first go to the Recycle Bin so that they may be recovered. When deleting a large amount of files, this process may not be desirable because of the amount of time it takes to move them to the Recycle Bin and then empty the Recycle Bin, essentially deleting them twice. There is an easy way to bypass the Recycle Bin altogether.

When deleting a folder or group of files:

Select the folder or group of files to be deleted.

Hold down the SHIFT key while pressing the DELETE key.

**NOTE:** Be aware that after files are deleted in this manner, they cannot be undeleted or recovered.

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## Word 2010 and Publisher 2010

### Insert a symbol

Click where you want to insert the symbol.

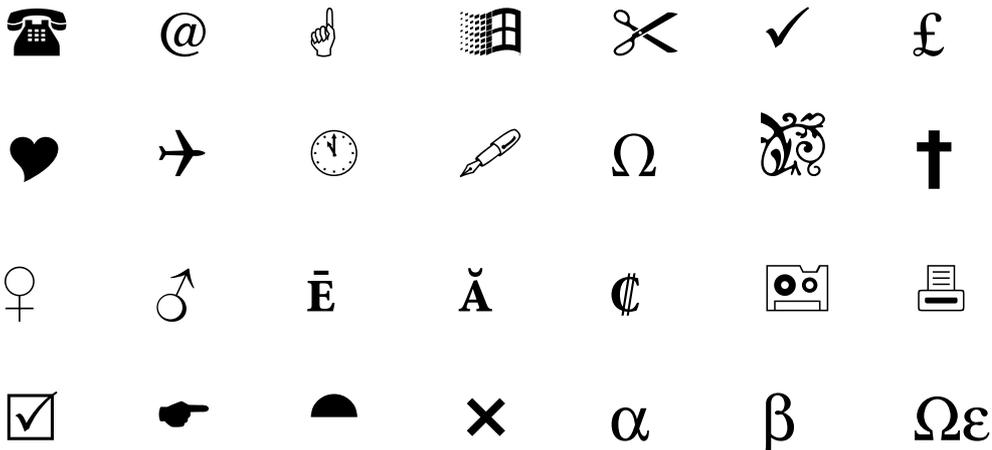
On the **Insert** tab, click **Symbol**, and select the symbol you want or click **More Symbols**.

In the **Font** box, click the font that you want.

If you are inserting Unicode characters and you are using a font such as Arial or Times New Roman that contains subcategories, the **Subset** list is displayed. Click the character subset, such as **Basic Latin** or **Letteræ**. Click **Close**.

**NOTE** The symbols shown when you click the **Symbol** button will be updated with your most recently used symbols, allowing you to quickly find and insert symbols you use regularly.

### Examples of a few of many available symbols.



### *Her First Cake*

*She measured out the butter with a very serious air,  
The milk and sugar also, and she took the greatest care  
To count the eggs correctly, and to add the little bit  
of baking powder, which, you know beginners oft omit.  
She mixed it all together, and she baked it full an hour,  
But he never quite forgave her for leaving out the flour.*





## Things you see when on the road.

*Trevor Francis*

Travelling along Lonsdale Highway has its moments. A little earlier this month I was travelling south, past the Hallett Cove Shopping Centre when there in front of me

was a strange sight.

There was this green 4-wheel drive pulling along a trailer - a 6 x 4 trailer. Nothing too unusual there except that the load was stacks of timber piled high upon each other - layers and layers of them and all overhanging the front, back and sides of the trailer. Looked pretty precarious.

I was wondering what to do about this . . . should I call the police on the mobile and let them know of how some rednecks travel. Should I just follow at a reasonable distance to stop “tailgaters” – I did not like the thought of this load tumbling off into some pore sod that was following a bit too close behind. – or should I just give him a loud “toot” and the one finger salute on passing.



Good sense prevailed and as I was passing I prepared to give whoever it was the “salute” This never eventuated because as I drew level I saw the passenger was a face I recognised. - and the driver even more so . . . it was our illustrious computer “guru” with a couple of likely lads who I later discovered were transporting a cubby house (that they had pick up for nothing) back to Morphett Vale for the grandkids. What guys! The cubby is now “up” and fit for royal children.

### **Go Granddad!**

**Note from the editor:-Thank you to Colin and Allan for helping our president to carry out this difficult manoeuvre.**

*If the temperature is zero outside today and it's going to be twice as cold tomorrow, how cold will it be?*

*If electricity comes from electrons, does morality come from morons?*

#### **MEETING RULES**

We are allowed to use the facilities at Hall at the rear of St Mary’s Catholic Church Morphett Vale. (Corner Bains Road and Main South Road) in return of a small fee plus respect for their property. We ask for your co-operation in respect to the above. While we can not control what our members do away from our club meetings, Piracy of copyright material can not be condoned at our meetings.

## *Fleurieu Peninsula Family History Group*

*Meet regularly on the third Saturday of each month at 1.30 p.m.  
(i.e. - 3 days after our own monthly meeting)*



*Access available to large resource centre for research;*

*Access to special interest groups:  
(eg English: Scottish; Irish: Brick Walls)*

*Visitors most welcome:*

*Contact: Vanessa Catterall on      catterallvg@bigpond.com  
8384 7918*

*or Keith Jones                      kjones2011@optusnet.com.au  
7288 0192*

Wife by text to husband at work .....

"Windows at home frozen - what should I do?"

Husband - "spray some de-icer or pour hot water on them"

Wife a few minutes later - "Done that - now computer won't work at all"!

***If quizzes are quizzical, what are tests?***

**Southern Districts Computer Users Club Inc.**  
For further information about S.D.C.U.C.Inc.

Contact The Club President,  
Jim Greenfield 83824912

Or

The Secretary  
Correspondence to  
The Secretary  
S.D.C.U.C.I.  
Box 991  
Morphett Vale 5162

Email to  
[secretary@sdcuci.com](mailto:secretary@sdcuci.com)



# Line spacing in Word 2010

## Adjust the spaces between lines or paragraphs

Line spacing determines the amount of vertical space between the lines of text in a paragraph. Paragraph spacing determines the amount of space above or below a paragraph.

*In Microsoft Word 2010, the default spacing for most Quick Style sets is 1.15 between lines and a blank line between paragraphs. The default spacing in Office Word 2003 documents is 1.0 between lines and no blank line between paragraphs.*

## Change the line spacing

The easiest way to change the line spacing for an entire document is to apply a Quick Style set that uses the spacing that you want. If you want to change the line spacing for a portion of the document, you can select the paragraphs and change their line spacing settings.

### USE A STYLE SET TO CHANGE LINE SPACING FOR AN ENTIRE DOCUMENT

1. On the **Home** tab, in the **Styles** group, click **Change Styles**.
2. Point to **Style Set**, and point to the various style sets. Using the live preview, notice how the line spacing changes from one style set to the next.

For example, the Traditional and Word 2003 style sets use single-spacing. The Manuscript style set uses double spacing.

3. When you see spacing that you like, click the name of the style set.

### CHANGE THE LINE SPACING IN A PORTION OF THE DOCUMENT

1. Select the paragraphs for which you want to change the line spacing.
2. On the **Home** tab, in the **Paragraph** group, click **Line Spacing**.
3. Do one of the following:
  - Click the number of line spaces that you want.

For example, click **1.0** to single-space with the spacing that is used in earlier versions of Word. Click **2.0**, to double-space the selected paragraph. Click **1.15** to single-space with the spacing that is used in Word 2007.

- Click **Line Spacing Options**, and then select the options that you want under **Spacing**. See the following list of available options for more information.

### LINE SPACING OPTIONS

**Single** This option accommodates the largest font (font: A graphic design applied to all numerals, symbols, and alphabetic characters. Also called type or typeface. Arial and Courier New are examples of fonts. Fonts usually come in different sizes, such as 10 point, and various styles, such as bold.) in that line, plus a small amount of extra space. The amount of extra space varies depending on the font that is used.

**1.5 lines** this option is one-and-one-half times that of single line spacing.

**Double** This option is twice that of single line spacing.

**At least** This option sets the minimum line spacing that is needed to fit the largest font or graphic on the line.

**Exactly** This option sets fixed line spacing, expressed in points. For example, if the text is in a 10-point font, you can specify 12 points as the line spacing.

**Multiple** This option sets line spacing that can be expressed in numbers greater than 1. For example, setting line spacing to 1.15 will increase the space by 15 percent, and setting line spacing to 3 increases the space by 300 percent (triple spacing).

**NOTE** If a line contains a large text character, graphic, or formula, Word increases the spacing for that line. To space all lines evenly within a paragraph, use exact spacing and specify an amount of space that is large enough to fit the largest character or graphic in the line. If items appear cut off, increase the amount of spacing.

Change the spacing before or after paragraphs

The easiest way to change the spacing between paragraphs for an entire document is to apply a Quick Style set that uses the spacing that you want. If you want to change the spacing between paragraphs for a portion of the document, you can select the paragraphs and change their spacing-before and spacing-after settings.

#### USE A STYLE SET TO CHANGE PARAGRAPH SPACING FOR AN ENTIRE DOCUMENT

1. On the **Home** tab, in the **Styles** group, click **Change Styles..**
2. Point to **Style Set**, and point to the various style sets. Using the live preview, notice how the line spacing changes from one style set to the next.

For example, the Word 2003 style set inserts no extra space between paragraphs and a small amount of space above headings. The Word 2007 style set uses a double space between paragraphs and adds more space above headings.

3. When you see spacing that you like, click the name of the style set.

#### CHANGE THE SPACING BEFORE AND AFTER SELECTED PARAGRAPHS

By default, paragraphs are followed by a blank line, and headings have extra space above them.

1. Select the paragraph before or after which you want to change the spacing.
2. On the **Page Layout** tab, in the **Paragraph** group, under **Spacing**, click the arrow next to **Before** or **After** and enter the amount of space that you want.

Use Word 2003 spacing

The quickest way to apply Word 2003-style spacing to your document is to apply the Word 2003 style set.

1. On the **Home** tab, in the **Styles** group, click **Change Styles..**
2. Point to **Style Set**, and click **Word 2003**.

Set the default to single-spacing for all new documents

1. On the **Home** tab, in the **Styles** group, click **Change Styles..**
2. Point to **Style Set**, and click **Word 2003**.
3. In the **Styles** group, click **Change Styles**, and then click **Set as Default**.

**NOTE** If you try using another style set in your document and you want to return to your custom default setting, click **Change Styles** in the **Styles** group, point to **Style**

## Jack Tramiel, a Pioneer in Computers, Dies at 83



Jack Tramiel, a hard-charging, cigar-chomping tycoon whose inexpensive, immensely popular Commodore computers helped ignite the personal computer industry the way Henry Ford's Model T kick-started the mass production of automobiles, **died on Sunday 8<sup>th</sup> May 2012** in Palo Alto, California. He was 83.

Commodore rose to prominence in the 1970s and '80s, producing the first computer to sell a million units. Another model, the Commodore 64, sold more than 20 million units — four times the sales of the Apple II, which is often said to have established the personal computer market. Sales of the 64 exceeded \$1 billion.

Mr. Tramiel's business model was ruthlessly efficient: he introduced a new product at the lowest price possible, and as the competition matched his price he went even lower. He did this by slashing costs, hiring top engineering talent, selling in mass-market stores like Kmart, and owning the suppliers of chips and other components. He changed directions in an instant, going so far as to introduce a new product even if it hurt sales of an existing one. He liked to say that business is war.

Mr. Tramiel's boldness was suggested by a full-page newspaper advertisement he ran in 1983 when Commodore was flying highest: "Commodore Ate the Apple."

In fact, Mr. Tramiel (pronounced truh-MEEL) had so little use for Apple's emphasis on design elegance and technical sophistication that Time magazine called him the "anti-Steve Jobs." Mr. Tramiel wanted affordable, easy-to-use computers in every home; he spoke of serving "masses, not classes."

He was born Jacek Trzmiel in Lodz, Poland, on Dec. 13, 1928. After the Germans invaded on Sept. 1, 1939, his family was confined to Lodz's Jewish ghetto, where they lived in a single room while his father scratched out a living repairing shoes. In August 1944, the Nazis deported the family to the Auschwitz death camp, where Dr. Josef Mengele, the SS officer notorious for conducting heinous experiments on inmates, selected Jacek and his father for work detail at a nearby camp.

His mother remained behind in Auschwitz and survived; his father did not. Mr. Tramiel was

told that his father had died of typhus but believed that he had actually been injected with gasoline.

After being liberated by American troops, Mr. Tramiel scrounged around Europe for two years, picking up odd jobs. He had himself admitted to a psychiatric sanitarium just so he could eat.

In 1947 he married Helen Goldgrub, whom he had met in a concentration camp, then left for the United States, where his wife joined him in 1948 and his mother in 1949. Joining the Army, he learned to repair typewriters. After his discharge, he drove a cab, used a G.I. loan of \$25,000 to buy a typewriter store in the Bronx, and changed the spelling of his surname.

In the 1950s he moved his business to Toronto, where he had family and where the laws made it easier to import typewriters from Europe. By then his business had grown into an office-machine company. He chose the name Commodore, he said, after glancing at an Opel Commodore while riding in a cab.

In the 1960s, Mr. Tramiel became the subject of a widely publicized insider-trading investigation involving loans to his company. Though he was not indicted, the publicity made it difficult for him to continue to do business in Canada, so he moved the company to the emerging Silicon Valley area of California in the late 1960s.

A trip to Japan introduced him to digital calculators, and he began to manufacture them. The competition to cut prices in the calculator business was unrelenting, so he scrambled for ways to cut costs. He decided to buy his own chip supplier, and settled on MOS Technology in Norristown, Pa. An unexpected jewel in the purchase was an MOS engineer, Charles Peddle, who had developed a faster, cheaper computer chip, the 6502 microprocessor.



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### **10 of the finest (unintentional) double-entendres ever aired on British TV and radio:**

1. Ted Walsh - Horse Racing Commentator - 'This is really a lovely horse. I once rode her mother.'
2. New Zealand Rugby Commentator - 'Andrew Mehrtens loves it when Daryl Gibson comes inside of him.'
3. Pat Glenn, weightlifting commentator - 'And this is Gregoriava from Bulgaria . I saw her snatch this morning and it was amazing!'
4. Harry Carpenter at the Oxford-Cambridge boat race 1977 - 'Ah, isn't that nice. The wife of the Cambridge President is kissing the Cox of the Oxford crew.'
5. US PGA Commentator - 'One of the reasons Arnie (Arnold Palmer) is playing so well is that, before each tee shot, his wife takes out his balls and kisses them. Oh my god !! What have I just said?'
6. A female news anchor who, the day after it was supposed to have snowed and didn't, turned to the weatherman and asked, 'So Bob, where's that eight inches you promised me last night?' Not only did HE have to leave the set, but half the crew did too, because they were laughing so hard!
7. Clair Frisby talking about a jumbo hot dog on 'Look North' said: 'There's nothing like a big hot sausage inside you on a cold night like this. '
- 8 Mike Hallett discussing missed snooker shots on 'Sky Sports': 'Stephen Hendry jumps on Steve Davis's misses every chance he gets.'
9. Michael Buerk on watching Philippa Forrester cuddle up to a male astronomer for warmth during BBC1's UK eclipse coverage remarked: 'They seem cold out there. They're rubbing each other and he's only come in his shorts.'
10. Ken Brown commentating on golfer Nick Faldo and his caddie Fanny Sunneson lining-up shots at the Scottish Open: 'Some weeks Nick likes to use Fanny; other weeks he prefers to do it by himself.'

# PARAPROSDOKIANS

I had to look up "paraproisdokian".

Here is the definition: "Figure of speech in which the latter part of a sentence or phrase is surprising or unexpected; frequently used in a humorous situation."

"Where there's a will, I want to be in it," is a type of paraproisdokian.

## Ok, so now enjoy!

- Do not argue with an idiot. He will drag you down to his level and beat you with experience.
- The last thing I want to do is hurt you. But it's still on my list
- Light travels faster than sound. This is why some people appear bright until you hear them speak.
- If I agreed with you, we'd both be wrong.
- We never really grow up, we only learn how to act in public.
- War does not determine who is right - only who is left
- Knowledge is knowing a tomato is a fruit. Wisdom is not putting it in a fruit salad.
- Evening news is where they begin with 'Good Evening,' and then proceed to tell you why it isn't
- To steal ideas from one person is plagiarism. To steal from many is research.
- A bus station is where a bus stops. A train station is where a train stops. On my desk, I have a work station.
- thought I wanted a career. Turns out I just wanted paychecks.
- Whenever I fill out an application, in the part that says, 'In case of emergency, notify:' I put 'DOCTOR.
- I didn't say it was your fault, I said I was blaming you.
- Women will never be equal to men until they can walk down the street with a bald head and a beer gut, and still think they are sexy
- Behind every successful man is his woman. Behind the fall of a successful man is usually another woman.
- A clear conscience is the sign of a fuzzy memory.
- I asked God for a bike, but I know God doesn't work that way. So I stole a bike and asked for forgiveness.
- You do not need a parachute to skydive. You only need a parachute to skydive twice.
- Money can't buy happiness, but it sure makes misery easier to live with
- There's a fine line between cuddling and holding someone down so they can't get away.
- I used to be indecisive. Now I'm not so sure.
- You're never too old to learn something stupid.
- To be sure of hitting the target, shoot first and call whatever you hit the target.
- Nostalgia isn't what it used to be.
- Change is inevitable, except from a vending machine.
- Going to church doesn't make you a Christian any more than standing in a garage makes you a car.



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