Try It Yourself:

Do it yourself with HTBY.org:
The acronym HTBY in www.HTBY.org stands for How To: By You, but this how-to site has a twist. Every few days, the site poses a question and then allows anyone to submit a solution. Most of the questions are quite common such as "How to avoid razor burn" or "How to format a hard drive," but other topics range from the humorous to the bizarre. Some of our favorites, "How to talk to a ghost" and "How to outsmart your big brother," are definitely more entertaining than enlightening, but that mix is what makes this interactive site so much fun. Keep in mind that even though there are many answers, it's up to you to figure out which one is right for you.

Course	Dates	Day and Time		Cost
Internet and E-mail For semi-Beginners 6 hours of instruction	July 3, 10	2 Sat	1: 15 pm – 4:15 pm	$65.00 (2 classes)
Introduction to Windows 98/ME/XP& Internet & E-mail (For beginners) 10 hours of instruction	July 6, 13, 20, 27	4 Tues	1:30 pm – 4:00 pm	$130.00 (4 classes)

From The Internet:

Learn languages on the Internet
The BBC has an impressive language site at www.bbc.co.uk/languages that offers free language lessons in Italian, French, Spanish, German, and Chinese, along with a few others. You can opt for a quick refresher or take on a full self-taught online course. Enjoy the interactive slideshows and learn the 10 key words & phrases for each step in about 20 minutes online. If you can already speak some of the language, try the fast-track challenges. You can also search for travel information, and then print out a list of common phrases to carry with you on your next European adventure. While your French class in high school might not have been too much fun, this site makes learning new languages interesting and accessible to anyone.

Computer Courses

Small classses and friendly atmosphere
Introduction to PC Windows Operating System and E-Mail
Intro to the Internet and E-Mail
Windows ME/98/95 Environment
Microsoft Word 2000 & 97
Microsoft Excel 2000 & 97
Web Page Design
Powerpoint

In September there will be a new series of seminars and workshops in addition to the scheduled regular courses. The exact list and time schedule will be available in the August newsletter.
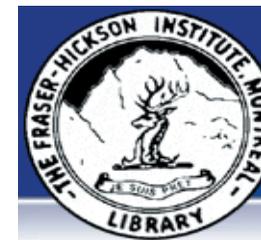
There will be short practical introductory courses to a variety of current interests in a computer environment.

Some of the topics covered will be:

- How to buy a computer
- How to surf the net effectively
- How to organize the computer folders, directories, toolbars, etc
- Banking on the Internet
- How to protect a computer from Internet intruders
- Build a simple web page
- How to organize and print pictures on the computer
- A tour of windows XP
- A look inside a computer (hardware)

The courses, seminars and workshops can also be given in French, should there be sufficient demand.

We are always open to suggestions on topics to cover in additional workshops. Please do not hesitate to contact the centre, should you have any questions, suggestions or comments.

The Fraser-Hickson Library Computer Centre Newsletter

Monday, June 21st 2004

Hours:

Monday: 12:00pm- 7:30pm	Thursday: 12:00pm-7:30pm
Tuesday: 12:00pm-7:30pm	Friday: 12:00pm– 6:00pm
Wednesday: Closed	Saturday: 1:00pm – 4:30pm
	Sunday: Closed

Computer Rental $2.50hr or 5 hr card for $ 10.00

Anyone may use the computer centre to do work, research or for recreational use.

Computer Rental Area
6 computer workstations with high speed Internet access
Laser Color & Black & White Printer
Scanner with PhotoShop Editing

Software available includes:
Microsoft Office 2000 (Word, Excel, PowerPoint, Access)
Microsoft Publisher 2000
Corel Suite & WordPerfect
Internet Explorer, Mozilla & Netscape Navigator
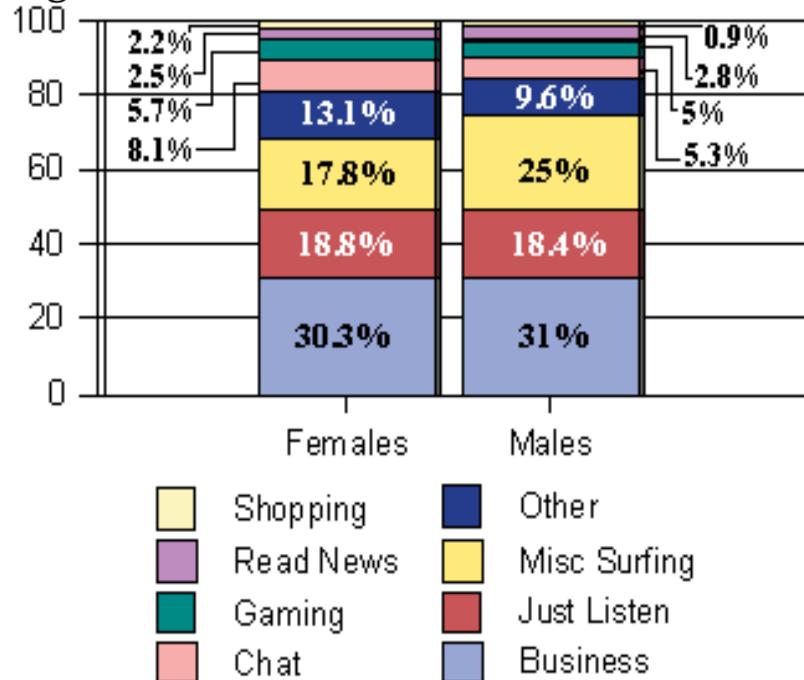MSN Messenger & Yahoo Messenger

Books About Computers
Computer languages
Software & Hardware
Operating Systems
Howto & Getting started
Litterature

Office 2000 Tips & Tricks:

Adjust character spacing precisely in Word 2000: To expand or condense the space between characters, select the characters you'd like to modify, and then choose Format | Font from the menu bar. In the Font dialog box, click on the Character Spacing tab. Choose Expanded or Condensed from the Spacing dropdown list, and then specify a point size in the corresponding text box. Word displays a preview of the effect you've applied in the Preview pane. You can fine-tune other types of character spacing elements in the Character Spacing property sheet, too, such as the font scale, vertical character positioning, and font kerning, which modifies only the spacing between particular pairs of characters. When you're done, click OK

What people do most online, while listening to Internet radio

Computer Lingo: Browser

Application software that gives you a graphical interactive interface or searching, finding, viewing and managing information over a network or the Internet. Popular Browsers are Internet Explorer, Netscape and Opera.

Product review:

Ontario's school system gives StarOffice a shot (http://www.itbusiness.ca/index.asp?theaction=61&sid=55732) Desktop software in education is proving to be a hotly contested market with providers like Microsoft also selling school boards low-cost licences. StarOffice is interoperable with all major office suites on the market, including Microsoft Office. A potential benefit of using StarOffice is that it is available on Windows, Solaris and Linux.

StarOffice 7 Office Suite is the world's leading office productivity suite on Linux and the Solaris OS, and the leading alternative office suite on Windows.

StarOffice software is affordable, easy to use, and based on open standards. It offers word processing, spreadsheet, presentation, drawing, and database capabilities. Its familiar interface enables quick productivity and results for the business user, and elegant output for the consumer.

(http://wwws.sun.com/software/star/staroffice)

Dell Canada spurs e-recycling program (http://www.itbusiness.ca/index.asp?theaction=61&sid=55468&adBanner=Infrastructure)

Dell Canada launched a national donation program to provide schools and non-profit organizations with used computers in an effort to keep old PCs out of landfills and increase access to computer technology.

Dell Canada Inc.'s Web site (http://www1.ca.dell.com/content/topics/segtopic.aspx/dell_recycling?c=ca&cs=CADHS1&l=en&s=dhs) will be the main way for consumers and small businesses to donate any brand of used computers. As an incentive, Dell Canada plans to give donors a coupon valued at 10 per cent that can be used towards the purchase of software and peripherals in its online store. By 2005, the amount of disposed electronic junk from computers and peripherals will double to more than 67,000 tons in Canada alone, according to Environment Canada.

Windows XP:

Display encrypted files in color

As we told you in the previous newsletter, you can encrypt folder to hide their content from other users. However, without a visual clue to identify them as encrypted, you may have a difficult time remembering which folders you've encrypted and which you haven't. To quickly identify encrypted folders on your system, you can

display the name of the encrypted folder in color. All you need to do is open My Computer and then choose Tools | Folder Options.Select the View tab. Then, select the Show Encrypted Or Compressed NTFS Files In Color check box, and then click OK. Now the name of the encrypted folder appears in green in Windows Explorer and My Computer.

Bubble Wrap® (http://www.virtual-bubblewrap.com)

has been a source of fascination for people of all ages since its invention. Now, finally, there is a web page dedicated to this most entertaining packing material.

So what is Virtual Bubble Wrap? It's only the most fulfilling experience on the World Wide Web! All the fun of ordinary bubble wrap, but when you're done, you can start over!!! These bubbles can regain their "popability" with just a click of the mouse! It's almost like magic!

Computer Terminology:

SPAM: To send identical and irrelevant messages to many different people, or (as a noun) the mail itself. Usually, but not always, the message is an advertisement. The term comes from a skit by English comedy group Monty Python in which every entree at a diner contained the food product Spam. The skit ended with a song in which the word "spam" was repeated endlessly.