

Grand Computers

SUN CITY
GRAND
SURPRISE,
AZ



A Message from President Leon Chapman

SPRING-March '07 CLASS REGISTRATION

Our new web-based enrollment system will be utilized during our spring enrollment (March 10th for general enrollment) with assistance from our Education department. The normal enrollment process will be similar to the enrollment process we had in January with the class enrollment being performed by the student (with help from us) using the internet. Each member will require a password to be able to use the new system.

Our new system also has the ability to enroll from home over the Internet and will be used as an enrollment alternative in our March enrollment. If you enroll over the Internet, you will be required to pay for your classes using a credit card. Our payment system will use PayPal as the system for payment of classes. You will be able to use the internet for enrolling for spring classes starting at 9:00 AM on March 10th. Detailed instructions for internet enrollment are contained in the last three pages of this newsletter.

You must be a club member to use our internet enrollment system. If you do not have your name and password, you may want to stop by the club and have the monitor provide you with your name and password so you can enroll in classes from home.

Our new monitoring system and enrollment system has been developed by Bob Crawford who is also our web master. He has done an outstanding job and deserves recognition for his great work. Bob, thanks for all your efforts!

SPEAKER FOR MARCH – LIFELOCK

Scott Simpson, Director of Business Relations, Lifelock, will be our speaker on March 7th, 1:00 PM, Cimarron Center. Lifelock is a company that "Stops Junk Mail, Stops Credit Offers, and Stops Identity Theft. Guaranteed." It should be an interesting talk. The CEO publishes his SSN on the Web at: www.lifelock.com.

Membership Update



2007

Gretel Coursol, Membership Chair, Grand Computers Club, announced that the club membership has reached 881 with 102 of those being Mac users. The computer club would like all of its members to have email addresses so that we might be able to notify you of computer club events and keep you informed. Gretel will help you obtain a free email address, either through Hotmail, Yahoo, or G-Mail (Google). Leave your name and number at the monitor's desk and Gretel will contact you for an appointment to set up your email.

Mac Classes for Spring Session:

[Adobe Photoshop Elements 3.0](#)
[AppleWorks Spreadsheet](#)
[Appleworks Word Processing](#)
[Back Up: Hard Drive Maintenance](#)
[Blogs \(Mac or PC\)](#)
[Comic Life](#)
[Cookbooks 101 \(Mac or PC\)](#)
[Design a Calendar \(Mac or PC\)](#)

[Digital Camera Use for Macs](#)
[Digital Scrapbooking](#)
[Introduction to Macintosh](#)
[Introduction to Macintosh, Level 2](#)
[iPhoto](#)
[iPods and iTunes \(Mac or PC\)](#)
[Print Explosion](#)
[Reunion 8.0](#)



A LOOK AT A GRAND COMPUTER VOLUNTEER:

**VICE-
PRESIDENT
RAY HOCKSTAD**

PC Classes for Spring Session

Adobe Elements 4.0
Advanced Excel
Basic Digital Photography
Care & Feeding of Your PC
Digital Photography and Your PC
Digital Video Editing
E-mail using Outlook Express
File & Disk Management
Greeting & Business Cards
Intermediate Legacy 6
Internet, Level 1
Introduction to Excel
Introduction to Legacy 6
Introduction to Linux
Introduction to PCs
Introduction to Scanners
MS Powerpoint
MS Word, Level 1
MS Word, Level 2
Opera Web Browser
Windows XP, Level 1
Windows XP, Level 2

Each month the GCC newsletter will take an opportunity to interview our board members. This month the GCC Newsletter interviews Vice-President Ray Hockstad.

Ray was raised in Michigan and except for training and the service, lived all his life there until coming to Sun City Grand in 2000 as a "snow bird" for 4 years and now a permanent resident. He went to the best school in the country (his words), University of Michigan, met his wife Cathy, and got his MD degree there. After interning in Minneapolis and serving his service obligation at the Pine Ridge Indian Hospital in South Dakota, he moved with his wife and 2 boys (so far) to Escanaba, in Michigan's beautiful Upper Peninsula (UP). There he practiced Family Medicine in a group he started that grew to 6 physicians and 2 PA's. Here he was instrumental in opening a UP branch of the Michigan State Medical School and was an Associate Professor with the school.

He and Cathy raised 4 boys in Escanaba and now have 4 wonderful daughters(in-law) and 10 grandchildren. Their families are located in Ann

Arbor and Milford, MI, Boulder, CO and Kansas City.

Ray enjoys working with the computer (he wishes he took typing in school), the Computer Club, photography and traveling. He plays at golf some.

Thanks, Ray, for all you do for the Grand Computer Club.

Please print out the below information to assist you in class registration.

INSTRUCTIONS

For Students Using the Internet
For Class Registration

Payment must be made at the time of registration on the internet with your Credit Card using PayPal. (You do not have to join PayPal to use PayPal)

Students will sit at a computer and register for courses they select. They may do this at any computer connected to the internet when registration is open. On registration day and at other specified dates the club registrars will be at the Clubrooms to assist if needed. In all cases, payment for the classes must be made at the time of registration. If outside the Clubrooms or at a time when no Cashier or Registrar is present, you must pay by credit card as explained below.

1. Start "Internet Explorer."
2. Go to the "**grandcomputers.org**" web page if not already there.
3. If not on the Grand Computer's home page, be sure the last student has "Logged Out" with large "Logged Out" at the top of the window. Then go to the home page by clicking "**Home,**" the black bar on the left top under the GCC icon.
4. Click on "**Member Login**" on left side of the home page in the middle of the black box.
5. Log in using your Member ID (your 7 digit CAM #) and your assigned password (your first name as on your club membership with the first letter capitalized followed by the first 4 numbers of your CAM # with no space, like "Bill7865") or your new password that you changed to. If the assigned password is not accepted, usually you have not capitalized the first letter or you're using your name differently then on our membership list, like Bill instead of William. (**Students can only get the correct information from a Club Officer or Registration assistant.**)
6. Click "**Register for Classes**" (if this is not present, then registration is not open).
7. Click on the title of the course you want and the program will display those dates and times available.
8. Click on the desired session (date & time) to register in that session.

9. Session chosen will appear at the top of the page under "Registered for Classes."
10. Repeat #7 & #8 for any other courses wanted.
11. If you made an error or change your mind, simply click on the session you want to delete and **in the box that appears at the top, type "yes."**
12. When finished registering and sure classes are correct. click "**Done**".
13. Then click "**View Your Class Invoices**" to be sure classes are correct and see costs and prepare to pay your class charges.

1. If you are registering outside the Clubroom or in the Clubroom when there is no Registrar or Cashier present (the Monitor is not a Cashier), **you must pay at this time using your credit card.** If you are concerned about privacy and security, please click on PayPal's Security information site:

<https://www.paypal.com/cgi-bin/webscr?cmd=xpt/cps/securitycenter/buy/Privacy-outside> .

2. To pay, click "**Pay Using PayPal**" under the invoice and you will be transferred to PayPal's Website where you follow their directions and enter your personal information and card type & number. You do not have to join PayPal. When completed, return to Grand Computers Website by clicking "**Return to Merchant.**" This brings you to a new page of Grand Computers instructions. Do not close (X out) these instructions until all completed.

i. Click "**View Your Invoices.**" This one is the old unpaid invoice.

ii. On this invoice page, click "**Show Last Invoice**" and now it shows **Paid.**

iii. To print this invoice, move your mouse inside the invoice rectangle and right click.

iv. Click "**Print**" in the menu that appears.

v. **Then be sure to click "Log Out" under the club logo at the upper left of the window or else if in the club room and another student just starts registering without the "Log Out," they will be registering for classes for you as you are still logged in. "Logged Out" will appear at the top of the window.** Then click "Home," the black bar on the top left under the GCC icon.

3. If you are in the clubroom with Cashiers or Registrars present at time of your registration, click "**Log Out**" and go to either person. (Please note the Monitor is not a Cashier.) The Cashier or Registrar will accept your payment and print out a completed "Paid" Invoice. You are now guaranteed a seat in selected classes.



COMPUTER CLUB CLASS
REGISTRATION OPENS 9:00 AM
MARCH 10, 2007 ON-LINE

Saturday, March 10th - 9:00 to 11:30 AM
for CLUB MEMBERS at The Club

Friday, March 9th - 3:00 to 4:00 PM - for Volunteers
(Monitors: Instructors: Assistants: Others)

[Spring Class Schedule Available](#)

[On-Line Registration Instructions & Class Schedules At:](#)

Website – www.grandcomputers.org

Or in

Grand Computer Clubroom

The schedule “form” below is used at the registrar’s terminal.

Please bring your schedule to registration with class choices marked.

Try to select 3 possible dates for each class that would fit your calendar.

Please check the prerequisites to be taken first.

SPRING 2007 GRAND COMPUTERS CLASS SCHEDULE

Saturday, March 10, 2007 – 9:00 – 11:30 AM – Member Class Registration

Friday, March 9, 2007 – 3:00 – 4:00 PM – Volunteers only Registration

This form is to be filled out (with class choices) and brought to registration on March 10th.

1. Choose at least 3 alternative dates for each class choice. Mark 1st, 2nd, 3rd choice.
2. Please fill in your name, CAM and phone # on lines provided. This helps expedite data entry.

Class Cost – 1 session: \$5; 2 sessions: \$10; 3 sessions: \$15; 4 sessions: \$20

Registration in class is FINAL.

Changes are only made for bereavement, serious illness, and jury duty.

NAME _____ **Phone** _____

CAM Number _____

M=Monday, T=Tuesday, W=Wednesday, Th=Thursday, F=Friday, S=Saturday

<u>Name of Class</u>	<u>Date of Class</u>	<u>Time of Class</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
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