

Welcome

This month's new members:

No members this month

Selling on On-line Auctions

1. Know the site fees
2. Provide a full and accurate description of the goods
3. Include photographs taken from several angles
4. Be realistic with your reserve price - check to see what similar items sell for
5. State how the goods are to be picked up and postage or courier costs
6. Accept payment only by bank deposit - even if the buyer is calling to pick up
7. Respond to questions quickly and politely
8. Contact buyer as soon as auction closes
9. Send the item promptly
10. Pack well and take photographs of package
11. Make sure address is correct and you have a return address and contact phone number
12. Post feedback about buyer - good or bad
13. If buyer doesn't respond within three days contact the auction site
14. If you need to re-list due to a filed sale mention the reason
15. If buyer is in NZ you can use the Disputes Tribunal

WINDOWS 7 EMAIL

Have you got Windows 7, on your computer? You may have noticed that you do not have an email client. Previous editions had Outlook Express (Win 95 & XP) and Windows Mail (Vista). Microsoft has decided to not include a number of useful tools that had been in previous editions. You are not lost, though, as you can download these from Microsoft. Doing it this way assumes that all computer users are savvy about downloading and installing software. One downside is that the files are quite large and if you have only a dial-up connection it will take you a long time to download these. The programmes that are available are: Messenger, Calendar, Mail, Writer, Photo Gallery, Movie Maker, Family Safety and Toolbar. These are part of the Windows Live website that Microsoft would all like us to be part of. To use Windows Live you need to register for free, but you can download the above without registering from: <http://home.live.com/>

If you have MSOffice you may have Outlook as part of the suite. However, rather than using Windows Live Mail we suggest that you use a webmail account. Most ISP's allow you to access your email from any computer. In most cases to login you just type <http://webmail.xtra.co.nz>. The example is for Xtra but if you use say TelstraClear just change xtra.co.nz to clear.net.nz (all lower case). Enter your username - username@xtra.co.nz or in some cases just your username. then your password.

You can use your email the same as you do on your computer, read, reply,

forward, save, send attachments among others. The only difference is the mail stays on your ISP's server and not your computer.

If you still prefer to have a client on your computer there are quite a number of free email clients you can use.

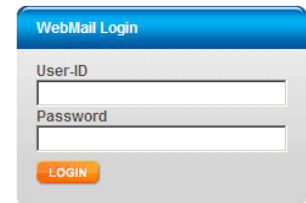
Free Windows email

<http://tinyurl.com/hrt54>



Email:
Sign in tips

Password:
Forgot password?

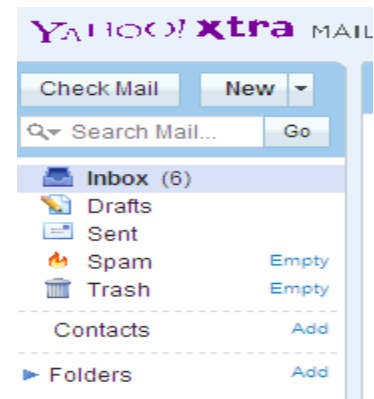


WebMail Login

User-ID

Password

LOGIN



YAHOO! xtra MAIL

Check Mail New

Search Mail... Go

Inbox (6)

- Drafts
- Sent
- Spam Empty
- Trash Empty

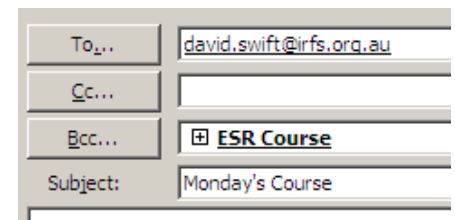
Contacts Add

Folders Add

Bulk Email

If you send an email to multiple people, each person can see all the other recipient's names and email addresses. This unveils all the personal data, and the long stream of names is not pleasant to look at either. In many cases each recipient should be unaware of the addresses of other recipients. All email clients have the fields "To"; "Cc"; and a hidden one "Bcc" (Blind carbon copy). To hide recipients names you enter them in the Bcc Field. To view this in Outlook open a new message and go to **View|Bcc** field. Type your recipients names in this field separated by a ";". In the "To:" field enter your own address. If you do this regularly set up a group list in your address book. Open

your address book, create a new group, say My Family, and then enter the names in this group. When sending a message click on Bcc and then select the group.



To: david.swift@irfs.org.au

Cc:

Bcc: ESR Course

Subject: Monday's Course

Now when each recipient receives the email they only see their own name. You can leave the "To" line blank if you wish.

Genealogy Notes

If you have any relatives in the United States they are a good source of help with tracing any ancestors you may have there. On-line searching in the US can be made easier with access to US Census records.

<http://tinyurl.com/ycyuzhu>

Knowledge Hound has some really useful links for help with genealogy.

<http://tinyurl.com/yhnf82b>

Memory Cards For Cameras

Most cameras today use the SD memory card. But they are not all the same. There are three types available - Standard SD, Mini SD and Micro SD. The latter is common in cellphones and is up to 8GB in capacity. It comes with a standard SD adaptor allowing it to be used in the larger slots. Mini SD are less common.

Cards come in two variations - SD and SDHC (High Capacity), but not all cameras can use these latter ones. Up until about a couple of years back the maximum size was 1GB but today they are available up to 64GB.

If you try to fit say a 4GB card to some cameras it may not be recognized. I tried a 4 GB in my Pentax DSLR and while it recorded okay I couldn't write the files to my computer as the reader wouldn't recognize the card. It worked okay with a new reader. The camera will take 16GB cards but the downside is the counter only goes to 999. A 4GB card will store - in my case - 1330 photos. These are a lot of photos to lose so better off using smaller cards which are now longer available so only use half the 4 GB.

Hyperlinks and URL's

If you are user of the internet, most of us are, or at least if you only use email you may here of these "geek" terms but what do they mean? A hyperlink is a graphic or a piece of text in an Internet document that allows you to go to another webpage or another portion of the page you are on..Web users will usually find at least one hyperlink on every webpage. In this instance, a hyperlink will show up as a single word or group of words that will usually be marked as underlined, are blue in colour. You can also use a graphic. This newsletter uses hyperlinks extensively, but they use another form and that is the URL. A URL, the term universal resource locator is simply the full web address e.g. the NZ Government's site is <http://www.govt.nz>. Note how this is made up: **http** means "hypertext transfer protocol", **www** means "word wide web" but why the **://** between? This is a "connector" that is used to do with the naming convention used. Most web browsers today do not require you to enter the <http://www> bit. You can just enter [govt.nz](http://www.govt.nz). The address is often known the Domain Name and is translated by your Telco to an IP "Internet Protocol" address such as 202.134.567.876.

So going back to our hyperlinks if you click on either of the three objects

in at the end of this text all will take you the NZ government web site. In material that is to be printed, such as this newsletter, the full URL is used as it can then be typed it into any browser.

[New Zealand Government:](http://www.govt.nz)

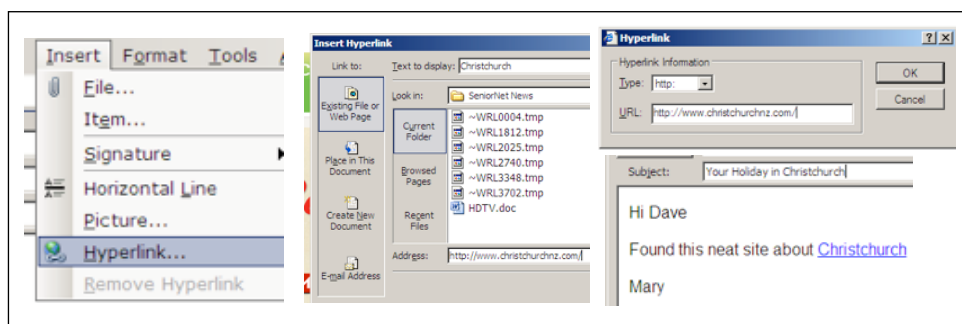
<http://www.govt.nz>



You can enter any of these in your own documents or emails. In Word on your tool bar there is an icon.

Open your web browser and go to the web site that you want the hyperlink to point to, say, [christchurchnz.com](http://www.christchurchnz.com). Go the address bar and copy the URL (Ctrl +C) that appears by left-clicking on the text. Next select the text you want the link to work on, say visit **Christchurch** then click on the hyperlink icon and a dialogue box will open. Christchurch will now appear as: [Christchurch](http://www.christchurchnz.com). Click on this and see what you get.

You can do the same thing in your email. Type your text and again highlight the word Christchurch. On your tool-bar click **Insert** then **Hyperlink**. Insert the website name in the box that opens then click okay.



Inserting a Hyperlink in MS Outlook

External Hard Drives

A portable or external hard drive is quite a useful piece of equipment. It allows the user to back up or store important information separate from the main internal hard drive, which could become compromised by online or offline activities. Sensitive documents, large music files, DVD images, movies, disk images, and even a backup of the contents of your main internal hard drive, can all be kept securely and safely on an external hard drive. When you are online, you can even leave the external drive turned off.

Another advantage of an external hard drive is that it is portable and operates on a plug-and-play basis. Any computer with USB or Firewire capability will recognize the external hard drive as a storage device, and assign it a letter to designate it. The drive can then be accessed like a normal internal hard drive. It's a snap to transfer huge files back and forth from work to home, to a friend's house, or between your desktop and laptop. Just plug in the interface cable to quickly reconstruct a working environment, making your favourite programs virtually portable.