THE KCS NEWS

WELCOME NEW KCS MEMBERS

Albert Calderon	**David Cordiner**	**Anita Eddings**
	Anthony Petrillo	

Saturday Classes at Goodwill

Bremerton Goodwill Training Facility

As we shared with you last month, KCS is providing **Saturday** classes, 12:00 to 3:00, at the Bremerton Goodwill. Wi-Fi is not available there. We will use their computers that will accommodate only 16 students, <u>so sign up early</u>.

Our tentative schedule is:

March 17 – Using the Google Chrome Browser

April 21 – Using Thumb Drives

May 19 – Working with Pictures (image manipulation with Paint.net)

June 16 – Working with Wordpad (word processing)

 To sign up for a class, contact Ruth Stephens or Myra Clodius at:
1-888-901-5805 ext: 1

Hope we see you at one or more sessions.

THE KCS NEWS

Official Newsletter of
Kitsap Computing Seniors
PO Box 3166, Silverdale, WA 98383-3166
Phone 1-888-901-5805
www.KitsapComputingSeniors.org
Newsletter Archives

~~ MARCH MEETING ~~

Monday, March 19, 2018

Sheridan Park Community Center
680 Lebo Blvd. in East Bremerton.
(Courtesy Bremerton Parks & Recreation)

10:00 a.m. to 11:00 a.m.
Invited Speaker

Andrea Dolan-Potter, Director of RSVP, will discuss the partnership between KCS and the Retired and Senior Volunteer Program. Andrea will also discuss other programs under Lutheran Community Services.

March 2018 Activities

Mar	**2**	**Sylvan Way Library Lab 1:30 – 3:00**
Mar	**6**	**Bremerton Lab 2:45 – 4:05**
	9	**Sylvan Way Library Lab 1:30 – 3:00**
Mar	**12**	**Stock Discussion SIG 12:30 – 3:30**
	13	**Bremerton Lab 2:45 – 4:05**
	14	**Open Forum Class 12:30 – 3:30**
	16	**Sylvan Way Library Lab 1:30 – 3:00**
	17	**Class at Goodwill 12:00 – 3:00**
Mar	**19**	**KCS GENERAL MEETING 10:00 - 11:15**
	19	**KCS Board Meeting 11:30 – 1:00**
	20	**Bremerton Lab 2:45 – 4:05**
	23	**Sylvan Way Library Lab 1:30 – 3:00**
Mar	**27**	**Bremerton Lab 2:45 – 4:05**
	30	**Sylvan Way Library Lab 1:30 – 3:00**

See the *KCS Resource page* at
www.KitsapComputingSeniors.org
for locations and descriptions of activities.

President's Message

As of March 1, 2018, Kitsap Computing Seniors (KCS) will partner with the Retired Senior Volunteer Program (RSVP), an entity under Lutheran Community Services. I am totally excited about this new venture.

RSVP is a federally-funded program that meets critical community needs by encouraging and supporting volunteerism for individuals 55 and older in Kitsap County. KCS will be in good company with other businesses and organizations within the community whose combined support provides the senior set with a platform to extend their knowledge and expertise in their retirement years.

We have joined the ranks of Harrison Medical Hospital, Kitsap County School District, Habitat for Humanity, Bloodworks in Silverdale, Division of Aging and Long Term Care, Kitsap County Historical Society, and the ACS Discovery Shop in Silverdale which operates 100% with RSVP volunteers. Other organizations supporting senior volunteerism in Kitsap County are the Veterans Home in Retsil, Village Green Community Center in Kingston, American Cancer Society, all Kitsap Foodbanks, AARP Tax Aide Sites, Meals on Wheels, and Naval Museum, to name a few.

Let me explain how this partnership benefits KCS. We will be able to access their current pool of over 300 volunteers. We need kitchen help, plus help with our New Horizons program and with our teaching and education programs. When presentations are done by RSVP volunteers, our name will be mentioned as one of the non-profit organizations providing its members the opportunity to contribute the use of their skills towards supporting a non-profit within our community. This is another format that will assist KCS in making us known throughout the community as a viable avenue in which to grow and expand our horizons. We hope that the RSVP connection will assist us in growing our membership base as well.

What will RSVP get out of the partnership with us? They will be able to list our non-profit club as an organization they support when applying for grants. We are now the only one of this kind on their roster, and therefore we supply a unique service to seniors. Furthermore, we are powered by seniors, so it will benefit RSVP to highlight KCS as one of their "stations" when applying for grants.

Stations are the non-profit organizations that make up the RSVP program. When RSVP can report a high volume of participating stations, plus a high number of volunteers participating and a high number of hours contributed back into the community, it makes the process of obtaining future grants less difficult. RSVP needs to show that the non-profit organizations they list as stations are diverse in business and will draw senior volunteers with a wide range of expertise and experience.

It is truly a WIN – WIN situation all around.

We MUST not forget that we all held a variety of jobs that contributed towards the knowledge we have today. Just because we are not employed does not mean we cannot decide to do something we always wanted to do, or offer our expertise in a very skilled position. Maybe this is an opportunity to try something completely new, something you never dreamed of doing before. There is no limit!! Volunteers choose where they want to contribute their time. They work as many hours as they choose, be it one hour each month or forty hours each week. They choose to volunteer at different places, perhaps for just a single event, or maybe seasonally. Volunteers are champions and valuable to the community. They are noted for being strong go-getters and well-purposed. They are vibrant helpers and perhaps educators, and they can improve, supplement, support, preserve, assist and benefit any organization.

Personally, I have greatly enjoyed volunteering these past three years in Kitsap County, as I shared with you in the KCS December 2017 newsletter when I proudly reported that I had been honored to receive the Helen Norris Award for my dedicated volunteerism. Volunteering for me is what I what I want to do. It is where and how I can have a new experience or an opportunity to use my expertise to benefit others. I have truly enjoyed the opportunity to meet people, some that I would never have met if not for my volunteering.

I am proud of KCS for taking this step with RSVP and helping to provide a platform to promote independence for seniors who chose to enjoy volunteering in their community.

Cheryl Smith
President/Membership/Public Relations
cherylsmith05@yahoo.com

FEBRUARY SPEAKERS A BIG HIT

Keith Del Russo and Mike Kerr from Citizens On Patrol, COP, a volunteer program assisting the Sheriff's office, told us ways they help on the streets. They also participate in the Tip a Cop at Red Robin, serving and bussing tables with tips going to the Special Olympics, and in December they are assigned a pre-teen to assist their shopping at Walmart.

Ed Evans, KCS member and long-time AARP Safe Driving Course instructor, invited us to his 8-hour, 2-day class, emphasizing attitude and safe driving.

RENAME A FOLDER FULL OF FILES

From a **Windows Tip of the Week** 12-6-2017 By Ed Bott
Subscribe: *https://www.techrepublic.com/newsletters/*

Renaming a file in File Explorer (Windows Explorer in Windows 7) is a straightforward process. Select a file and then either press F2 or click Rename from the right-click shortcut menu to make its filename available for editing. Enter the new filename, press Enter, and you're finished.

But what if you have a group of files you want to rename as a bulk operation? This situation might come up if you've gathered a collection of digital image files from different sources and saved them in a common folder. They might have a hodgepodge of naming formats, and the prospect of renaming them one by one is not appealing.

File Explorer has that scenario covered. Select all the files you want to rename: Use Ctrl + click to select files individually; click the first file and then Shift + click to select a contiguous group of files; or press Ctrl + A to select all files in the current folder. Then right-click any selected file and click Rename. Enter the name you want to use as the base name for the group of files and press Enter. File Explorer renames the entire group, adding a sequential number in parentheses at the end of each filename.

Submitted by Jack Roudebush

PREVENT YOUR PC FROM GOING TO SLEEP

Adapted from **Windows Tip of the Week** 1-31-2018 *By Ed Bott*
Subscribe: *https://www.techrepublic.com/newsletters/*

On desktop PCs and laptops, sleep is a useful energy-conservation feature. It can also be a source of frustration if you're trying to complete a time-consuming task. The solution? Use Windows' power options to temporarily prevent your PC from going to sleep.

In Windows 10, go to Settings > System > Power & Sleep. Under the Sleep heading, you can change the current setting to "Never." In Windows 7, type *sleep* in the search box and then choose "Change When The Computer Sleeps" in the Control Panel. (Note that both operating systems have separate settings, depending on whether the PC is on battery power, or plugged in.)

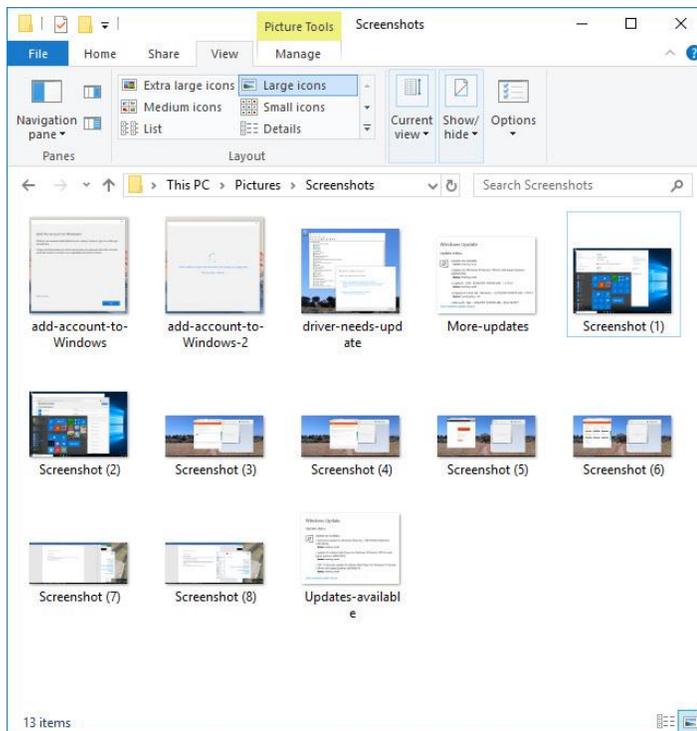*Submitted by Jack Roudebush*

HOW TO CAPTURE AND PRINT WINDOWS 10 SCREEN

http://www.zdnet.com/article/windows-10-tip-how-to-capture-a-screenshot/?loc=newsletter_featured_related_listing&ftag=TRE-03-10aaa6b&bhid=20921383588261870900618424298346

From Ed Bott for The Ed Bott Report | February 8, 2018

Windows 10 offers a wide range of built-in screen capture options. You can save the full screen, the active window, or a rectangular selection to a file or to the Clipboard for reuse in another app. Here are the keyboard shortcuts to memorize.

It helps to replace the generic Screenshot (x) name with something more descriptive.

There are all sorts of good reasons to capture all or part of what's on your PC's screen. Perhaps you want to share something interesting on social media, or save evidence of something objectionable. Maybe you want to save an online form before you hit the Send button, or document a series of steps.

Whatever the reason, Windows 10 gives you multiple ways to accomplish this task. Which one you choose depends on what you plan to do with the capture.

Instantly save everything on the screen
Pressing the Windows key + PrtScn immediately saves the full contents of the current display (or displays, if you have configured multiple monitors). The resulting image files are saved in PNG format in the Pictures\Screenshots folder in your user profile, with file names automatically assigned using sequential numbers.

You'll know you were successful if you see a momentary dimming of the screen after pressing that key combination.

Note: On some portable PCs, you might be able to snap a screenshot by pressing the Windows key + Spacebar shortcut. On Surface devices, this feature requires that you hold down the Fn key as you press Windows key + Spacebar.

Copy all or part of the screen to the Clipboard
Two classic keyboard shortcuts, PrtScn and Alt+PrtScn, copy the full screen or the current window, respectively, to the Clipboard. You can paste that ephemeral capture into a Word document or an image editor to save it for posterity.

Another new shortcut in Windows 10, Windows key + Shift + S, allows you to select a rectangular region of the screen and copy it to the Clipboard. When you press that key combination, the screen dims and the mouse pointer turns to a crosshair.

Click to set any corner of the region you want to capture, and then drag to the opposite corner. (A thin red line indicates the region you've selected.) Release the mouse button to finish the capture.

Use the Snipping Tool
And, of course, the familiar Snipping Tool app (SnippingTool.exe) is also available in Windows 10, offering free-form, rectangular, window, or full-screen captures with the option to save the results as a file or copy to the Clipboard.

Choose which type of screenshot you want to take from the Mode menu, and then click New to begin your capture.

Submitted by Jack Roudebush

MINUTES OF THE GENERAL MEETING
February 19, 2018

Today's meeting was called to order by President Cheryl Smith at 10:10 a.m. Cheryl led the audience in the Pledge of Allegiance. There were no corrections or additions to the Minutes of last month's meeting held January 15, 2018, so they stand approved as written. The Minutes are online in the current month's newsletter, The KCS News.

Albert Calderon and David Cordiner were introduced as our new members. Welcome!

Cheryl listed our upcoming labs and classes: Tuesdays at Mountain View Middle School on Perry Avenue, Bremerton, from 2:45-4:05; Fridays at Sylvan Way Library in East Bremerton from 1:30-3:00. Both are for one-on-one help with computers on site. Don's stock investors SIG is held the second Monday of the month and Larry's Open Forum is the second Wednesday of the month, both from 12:30-3:30 at Sheridan Park Community Center. For tax season February thru April, both the SIG and the Open Forum will meet in the Conference Room next to the Parks office. Classes at Bremerton's Goodwill store have begun and will continue to be held on the third Saturday of each month, led by Jack Roudebush, from noon to 3:00. The next class on March 17 will be "How to use a Browser," specifically Google. The April class will be "How to Use Thumb Drives," and in May, it will be "Working with Pictures."

Cheryl announced that our speaker on March 19 will be Andrea Dolan-Potter, Director of RSVP (Retired and Seniors Volunteer Program). KCS needs volunteers. Contact Cheryl or any trustee.

KCS has a new position: Web Liaison. Cheryl explained the liaison as the person who collects information, presents it to the Board for approval and then passes the approved information to our web designer and webmaster, Laura Moynihan. We hope to present our new website in May with a new logo.

Carol McLaren was the winner of today's 50/50 raffle.

We had three speakers today. The first two were Mike and Keith from Citizens On Patrol, a volunteer program of the Sheriff's office in Silverdale. This organization was started in 1999 as a Disabled Parking Enforcement volunteer program to help with enforcing parking regulations. They currently have fifteen men and one woman on staff and are always looking for more volunteers. Other duties to assist our county's deputies and sheriff's department are doing vacation checks, making home security inspections, marking abandoned vehicles, helping with the removal of junk vehicles, ticketing for overtime parking, making boat safety inspections, doing traffic control and participating in neighborhood activities. Citizens On Patrol will soon have an office in the Kitsap Mall.

Some fun things they participate in are Tip a Cop at Red Robin, Silverdale, where their tips from being a door opener, bussing tables, etc., go to Special Olympics. Every December they sponsor Shop with a Cop, where a child up to age 12 is assigned to a cop to shop at Walmart. Last year 140 children participated. Citizens on Patrol have given $1,200 to local food banks. During the county fair they provide courtesy shuttles for the disabled. They answered several questions on disabled parking and suggested calling 911 if you see a violator in a designated parking spot.

Volunteers commit to a minimum of 16 hours a month for one year. There are no dues. Training is required, and they are certified in CPR, Blood Borne Pathogens, etc. They enjoy their work and are not required to work in the rain. Their job is mostly education, although they do issue parking tickets.

Our third speaker was Ed Evans on the AARP Safe Driving program. Ed is a past president of KCS and a member for 23 years. He is a past defensive driving instructor and has now taught over 200 classes for AARP, which are geared to seniors. Upon completion of the course, attendees can receive a discount on their insurance. This 8-hour 2-day course is $15 for AARP members, $20 for nonmembers. A workbook and Drivers Guide are provided. He emphasized the importance of learning safe driving. The course emphasizes attitude and skills. He gave some statistics on driving and stressed that driving tired is as bad as driving drunk. AAA Auto Club has the same mission; their course is on-line. Ed recommended a live class to take advantage of the exchange of ideas provided in a classroom setting. He ended with the acronym SMOG: **Signal**, **Mirrors** (use them), (look) **Over** the shoulder and **Go** (count 1, 2 after the light turns green, then GO).

Meeting adjourned at 11:35 a.m.

Submitted by Ruth Stephens, Secretary

MINUTES OF THE BOARD MEETING
February 19, 2018

Today's meeting was called to order by President Cheryl Smith at 12:05 p.m. at the Sheridan Park Community Center. Trustees present were President Cheryl Smith, Treasurer Myra Clodius, Secretary Ruth Stephens, Ed Evans, Jim Bromley, June Jones, Al Valencia and Thelma Gurske-Taylor. Absent trustees were Chris Snow and Gwen Olsson. Other KCS members present were Jack Roudebush, Doug Stauner, Lorie and Carl Kolby and Merry Kennedy.

Secretary's Report: The January Minutes were approved as written.

Treasurer's Report: Myra reported that as of January 31 we have $1,911.44 in checking and $14,531.66 in savings, of which $2,131.66 is designated for New Horizons.

Membership: Cheryl reported Membership is at 135. We gained 4 new members today. Jack needs email addresses of new members for contact information. 36 signed in for today's General Meeting.

There were no reports from the Hardware or Special Interest Group (SIG).

Education: Jack reported he will hold computer classes at the Goodwill store in Bremerton once a month on the third Saturday.

Programs: Next month's speaker will be Andrea Dolan-Potter, Director of RSVP. Shawn Devine, Director of Communications & Web Services for Olympic College, will be our speaker in April.

Newsletter: As this is a short month, Jack asked for newsletter articles by Friday, February 23.

New Horizons: Jim reported they have given out 5 computers, 2 to individuals and 3 to Kitsap Rescue Mission, plus fixing two of theirs given to us. He is working on presentations for Bremerton Housing Authority and Housing Kitsap. Jim asked the Board if we should charge non-profit organizations for the licensing fee that costs us $6 for each computer. Jim moved /June seconded to ask non-profits to voluntarily reimburse us for cost of licenses to help us defer our costs on Windows 10. His next presentation is March 6 at Bremerton Housing Authority. June needs help vetting applications for computers. (Any volunteers?) Al suggested we see how this works and revisit it down the road. Motion passed unanimously.

Clarification is needed on which labs and classes are free to non-members. Labs at Mountain View Middle School and Sylvan Library are free, as they are held in public places, whereas classes at the Goodwill require KCS membership.

Lorie suggested a handout at meetings for visitors, guests and nonmembers that lists the classes we offer and whether membership is required.

OLD BUSINESS
Website Revamping: We will create a new website and new logo using WordPress, as suggested by Olympic College. We will add color, design and tags. Unfortunately, Shawn is not able to help us. Cheryl didn't receive any responses to her request for a Web liaison, so she will take it on and will begin working with Laura Moynihan, our webmaster.

Door Project: Al reported there is no update on the new exit door for our meeting room.

MOU: Cheryl passed out a Memorandum of Understanding with RSVP. Our president is the natural RSVP person to interview volunteers. RSVP stations would be New Horizons, MAC & Android Instructors, and Kitchen Support. These volunteers don't need to be KCS members.

(Myra left at 1:00 p.m.). Al moved/June seconded to accept the MOU between RSVP and KCS. This document can be modified as needed. A new MOU is renegotiated every 3 years. Motion passed unanimously.

NEW BUSINESS:
Laura Moynihan will be our webmaster and her fee is $65/hour. She estimates 10 hours to set up the website, for which she will charge $500. It was not clear if there is a fee for using WordPress.

Requests for KCS Classes: Cheryl does presentations for RSVP and was recently at Village Green, an RSVP Station in Kingston that wants us to teach in their facility. They had asked Chris Snow years ago when she was our president, and we had to decline. Kingston has an outstanding community center with a computer lab, but as before, it was agreed that we don't have enough instructors to provide this service.

Cheryl also received a request from the Port Orchard Library asking for our services. At the present time we need more people to teach computers so we can fulfill such requests.

Sonetel: Cheryl had questions about our 888-phone account. Jim Bromley is working to update the outgoing message and extension numbers, but he has encountered technical problems. All issues with this phone service should be directed to him. He will research other phone companies.

Meeting adjourned at 1:35 p.m.

Submitted by Ruth Stephens, KCS Secretary