Here is what is happening with the PC Club

**Upcoming Meeting**

Our next monthly meeting is scheduled for Tuesday October 8 at Clubhouse 7 starting at 7PM.   Jim and Chris Guld of Geeks on Tour will present ALL THINGS GOOGLE and will present insider tips on Photos, Mail, Maps and other Apps.   For more information refer to [the attached flyer.](https://reg134.imperisoft.com/Pages/System/File.aspx?id2=551)

**Workshop Hours**

Just a reminder that the PC Workshop is open Monday thru Friday 10 AM to 4PM and Saturday’s 10 AM to 1PM.   The Workshop is available to all residents. In addition to computers and printers, the workshop has scanners that and other equipment that you can use to scan photos and slides.   If you are considering downsizing your paper, take those documents to the workshop, scan them and save them on a flash drive or in the cloud.  Remember to bring a flash drive with you.

**Upcoming Classes**

There are still seats available in the following classes. To register for a class either go to the club web page at <https://www.thepcclub.org/> and select Registration on the left hand side. If you have any questions, please contact Jack Schnabel at educationchair@thepcclub.org.

**Intermediate Excel Class - 3 Weeks  
Fridays October 4th - October 18th  
1:00 PM to 3:00 PM  
$15.00 / Non-Member   $10.00 / Member  
Instructor: Barbara Harris**

This 3-week course will give you a better understanding of the many excel functions and features.   We will be working with Excel 2013. Topics to be covered include:

Excel Terminology - Understanding and Getting Around the Ribbon Menu – Formulas’ – Data Manipulations – Sorting – Filtering – Maintaining Club Membership Lists, Downloading Banking and Credit Card Transactions and Using Templates.

Prerequisite:  This is not a beginning computer or beginning Excel class.     Students should have had some interaction with excel and have a desire to learn more functions. Premade excel spreadsheet files will be provided, however, feel free to bring your own spreadsheets, questions and a flash drive.

**Intermediate Internet and Email in Chinese – 5 weeks**

**Wednesdays, 9:30AM to 11:30AM - October 9th through November 6th**

**Tuition $25 nonmember – $15 member**

**Instructor: Frank Liu**

The class is intended for those who are using the Internet and Email but may have difficulty managing them when encountering a problem. We will emphasize the effective use of Google Chrome and talk about Microsoft Edge and Mozilla Firefox for Internet browsing. Gmail and Yahoo Mail will be the main subjects for Email.

**Google Drive in the Korean Language – 3 weeks**

**Fridays, 10:00AM to Noon from October 18th through November 1st**

**Tuition $15 nonmember – $10 member**

**Instructors: Sung Hwan Cho, Ik Hyun Kim**

Subjects to be covered:

Downloading Google Drive App (for smartphones)

Sync options  Drive settings   Searching   Uploading Files / Folders  Downloading Drive Files

Creating a Google document  Sharing Files/Folders   Google Document   Google Sheets

Prerequisites:Understanding the Korean language; Must have a Google account; Ability to sign in to your Google account from a classroom computer; Remember to have your Google ID and password with you.

**Windows 10 Refresher – 3 weeks**

**An evening class with considerable hands-on practice**

**Mondays October 21st – November 4th**

**6:00 PM to 8:00 PM**

**$15.00 / Non Member    $10.00 / Member**

**Instructor: Jack Schnabel**

This class will help you in your everyday computer use. The class sessions will:

* Go over what's new and useful, and briefly review the basics so you’ll become more comfortable with the program.
* Demystify and demonstrate the functionality of the Start screen.
* Describe in detail the much expanded Settings section, providing the look and feel you wish.
* Discuss Browsers, Search Engines, and staying safe online.
* Describe backing up your files.

Prerequisite: Some experience using Windows 10. This is not a beginning Windows 10 class.

**Save the Date**

Our next social event is our Annual Fall Dinner which will be held on Thursday November 7 at Clubhouse 1.  We will be sending out notices as the date gets closer.

**Tax Time is Just Around the Corner**

For the past several years, the PC Club has partnered with our TCE All Volunteer Free Tax Program.  We are in the process of preparing for the upcoming season.  During November and December, we will be scheduling SIG’s on “Getting Ready for Your 2019” Taxes.

Tax Appointments will be taken late December and during January in the Learning Center.   If you use this service to have your taxes prepared mark you calendar,  make your appointment early and inform your neighbors as we do book up. Taxes will be prepared on Wednesday’s in CH 5 starting the first week of February through April.   If you are interested in volunteering as a counselor/tax preparer, please contact [treasurer@thepcclub.org](mailto:treasurer@thepcclub.org).

**Membership**

If you already have a current membership, we thank you. If you have not renewed your membership, this is a good time to do so. If you can’t remember you can visit the workshop and ask the greeter or email [membershipchair@thepcclub.org](mailto:membershipchair@thepcclub.org) and find out if your membership is current

Remember your membership not only gives you a reduced fee for classes, the picnic and annual dinner, it also keeps the club going. Your membership is good for a full 12 months so if you purchase your membership today it will be good thru September 2020.  To purchase a new membership, visit our website <https://www.thepcclub.org/>  or stop by the workshop and fill out a membership form.

Have a great week

 As always thanks for being a member

The Laguna Woods PC Club Board

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