

# ***Let's Compute: A Technology Club Information***

Welcome to Let's Compute. We value you as a member. This is an overview about the Club, its privileges and rules. To be a member, you must be a resident of Sun City Palm Desert or a registered renter with a valid SCPD ID card. A registered renter's privileges in the Club end when their lease expires. Membership runs for the term of the Club's calendar year – July 1 through June 30. Dues are \$25 per person per year and are not pro-rated. When using the Technology Center or attending a meeting or class, your membership will be confirmed with the official list of paid members.

## **COMMUNICATION**

- **Website:** <https://www.scpdca.com> – Member Login, Community, Clubs, Let's Compute
- **Email:** Monthly learning schedule, timely announcements and reminders of Club activities. Notify the Director of Membership/Communications if your email changes so that you continue to receive emails.
- **Bits & Bytes Newsletter:** Published monthly, a pdf version of the newsletter is emailed to members and available in the Technology Center and on the website.
- **News and Views:** Monthly SCPD community magazine.
- **General Member Meetings:** Held monthly during the season.

## **MEETINGS**

- **Board Meetings:** Held monthly at 2:00PM on the 3<sup>rd</sup> Monday of the month, usually in the Technology Center. Members are welcome to attend Board meetings.
- **General Meetings:** Held at 1:30PM in Speakers Hall on the 4<sup>th</sup> Tuesday of the month during the season. Check email, our website, and Bits & Bytes newsletter for schedule.

## **LEARNING**

- Learning opportunities include hands-on sessions, discussion groups, and lecture format. All are held in the Technology Center. Monthly schedules are posted on our website, in the Technology Center and emailed to members.
- Topics cover aspects of Apple and Microsoft computers and software, as well as mobile devices such as smartphones, tablets and wearable tech, and 3D printing. Variety of topics depends on availability of instructors and session leaders.
- Registration is usually required since class size is limited. There may be a waiting list so arriving promptly ensures you retain your reserved seat. Notify the instructor if you cannot attend a class for which you registered.

## **TECHNOLOGY CENTER**

- Located in the Mountain View Clubhouse, the Technology Center is typically open year-round, Tuesday through Friday, 10:00AM to 12:50PM. Members are kept informed of open hours, which may fluctuate or be reduced during summer months. An annual Holiday Closure list is posted in the Technology Center and on the back page of the Bits & Bytes newsletter.

- The time before and after open hours is reserved for classes and meetings. The door is closed when the room is in use. Do not disturb the group or attempt to enter.
- Monitors are member volunteers in the Technology Center during open hours. They are the Club's authority and in charge during at that time. If no monitor is present, the room is closed.
- Equipment available for members to use includes Apple MAC desktop computers, Microsoft PCs, various printers and scanners.
- Printing is limited to 20 pages per day/per member.
- Internet access is available via a dedicated network. Public WiFi is available in all three clubhouses (use SC\_GUEST).
- Club computers may not be used to conduct a personal or commercial business operation. This is an SCPD Community Association rule.
- Do not download and install any programs on the Club computers; likewise, do not remove any programs or files.
- Bring a USB drive if you want to save your work. Personal files, documents and photos left on any computer will be deleted.
- All Club computers may hold files used by instructors for their classes. Do not change or delete these files.
- For your security, be sure to logout of your email or other personal website before leaving.
- Club computers must remain on per policy. Do not shut down any Club computer.
- If a non-member accompanies you to the Technology Center to advise or aid you, they may sit by you and offer help, but may not use the computer, mouse, keyboard or any Club equipment.
- Mobile devices can be powered at AC outlets on top of many tables in the Technology Center.
- No food is allowed in the Technology Center. Liquids in a closed container are allowed (thermos-type, capped water bottle).
- Be considerate of other members. Take phone calls and personal conversations out to the hallway.
- Teachers and monitors are volunteers. They are not expected to be computer experts. While they may not be able to answer all your questions, often they can direct you to a resource.

### **VOLUNTEER**

- Member volunteers are the lifeblood of any club. Opportunities with Let's Compute include Technology Center monitor, learning class instructor, facilitator or aide, Board member, speaker at a General meeting, author of an article for Bits & Bytes, and more. Contact any Board member for more information if you might like to volunteer. A list of current Club officers can be found on the last page of the monthly Bits & Bytes newsletter and on our website.

We always welcome your ideas, comments and questions. Contact any Board member. Thank you for your interest in Let's Compute!

*REVISION –May 1, 2024 (KQ)*