DELEGATION FROM WUHAN, BEIJING FOR MANAGEMENT EDUCATION IN AUSTRALIA

A delegation of senior academics and public servants led by Wang Zucheng, Director of Education, Ministry of Metallurgy, People's Republic of China, visited the University on June 8. They had come to Australia to learn about management education — particularly that of engineers and metallurgists engaged in the metals industries. The delegation, which spent the day with the Department of Management, learnt first-hand from postgraduate students, local companies and teaching members of the department about the nature, content and structure of management programs at the postgraduate and post-experience level.

Through a joint venture between the Australian and Chinese governments a new management institute is being established at Wuhan and members of the Wollongong staff have been invited to China to participate in some of the developments. In spite of its grounding in a capitalist system, the delegation was interested in many aspects of management education. They were particularly interested to learn of developments at Wollongong in quality management, marketing and some of the new approaches to teaching innovation and entrepreneurship. The day ended with a visit to the Technology Centre where the delegation was shown the facilities.

The Department of Management is extending links between itself and a number of overseas universities in collaboration over teaching programs as well as other twinning arrangements. Next month Professor Lowe visits Indonesia to finalise a collaborative agreement with the University Islam Indonesia.
The National Teaching Company Scheme was established by the Commonwealth to promote advances in technology and business efficiency in Australian industry, and new and lasting partnerships between industry and tertiary institutions. University researchers are exposed to industrial environments under this scheme, and companies benefit from university research.

The research to be undertaken under the agreement involves a study of variability in magnesia particulates as a function of their origin and calcining conditions. The program is related to a current industrial problem and a successful solution could have significant commercial implications by enlarging the source of useful origins for magnesites and reducing import costs.

**CAPTIVE SPACE**

If you haven’t yet seen this jewellery exhibition provided by students of the School of Creative Arts, then perhaps you should make your way to the Piccadilly Centre in Wollongong and in particular to the Turning Wheels Gallery where the jewellery is on display until July 2.

**DEMOCRACY AND EMPLOYEE PARTICIPATION**

A seminar on Industrial Democracy and Employee Participation organised by the Centre for Work and Labour Market Studies was held at the University on June 3.

A message from Ralph Willis MP, Minister for Industrial Relations, addressed national trends in industrial democracy and small group sessions looked at problems such as strikes, building positive images of industrial relations, developing workplace consultative mechanisms and building inter-regional economic links.

The seminar was held in association with the Port Kembla Task Force. The proceedings will be printed and made available next month.
COMPOSER LAUNCHES EDUCATION KIT

Lecturer in the School of Creative Arts, Dr Andrew Schultz launched the draft version of an education resource kit on Australian music at the Australian Music Centre in Sydney on Thursday June 16. The kit is designed as a teacher resource aimed to improve the quality and quantity of teaching about Australian music in high schools. It has been commissioned by the Commonwealth Schools Commission and is presently receiving pilot testing in selected schools. Incorporated in the kit is a wide range of resources including class exercises to bridge the gap of musical familiarity for teachers and students.

The launch was open to the public and included a discussion with composer Vincent Plush concerning his work, Bakery Hill Rising, which is featured in the kit. The Australian Music Centre is at 3 Small Street, Glebe; inquiries (02) 212 1611.

KIDS COMPUTING

*Computer Awareness (6 - 11 years ONLY) Ref: KC/CA

Apple IIe Computers

This course is specifically designed to introduce young children with little or no previous experience to the use of microcomputers. It is NOT designed to teach computer programming. However logic concepts and a range of interesting applications will be covered.

Time: Two groups. Morning group 9 am - noon for 6 - 8 years ONLY KC/CA/01. Afternoon group 1 pm - 4 pm for 9 - 11 years ONLY KC/CA/02.

Duration: Five half days.

Date: Monday July 4 - Friday July 8.

Places: Maximum 15 kids per group (30 places).

Cost: $65.

Prerequisites: None.

Course Teacher: Ms Julie Thomas.

Location: The Microcomputer Laboratories, Bldg #22, The University of Wollongong.

*An Introduction to Word-processing (9 year olds and over)

Microbee Computers Ref: KC/WP

This course introduces kids of all ages (adults included) to Word-processing concepts and is highly practically oriented. Using WORDBEE software participants will produce, modify and print their own documents.

Time: Two groups: Morning group 9 am - noon KC/WP/01. Afternoon group 1 pm - 4 pm KC/WP/02.

Duration: Five half days.

Date: Monday July 11 - Friday July 15.

Places: Maximum 15 participants per group (30 places).

Cost: $65.

Prerequisites: Computer Awareness.

Course Teacher: Mr Ray Davies.

Location: Figtree High School.

*Introductory Programming in BASIC Ref: KC/IP

The courses provide an introduction to programming in BASIC. The examples and programs considered represent problems that are relevant to children of the ages specified and the computer hardware employed.

Course #1 11 - 16 year old KC/IP/IBM

IBMPC Compatible Computers

Duration: Five days.

Time: 9.30 am - 3.30 pm.

Date: Monday July 4 - Friday July 15.

Places: Maximum 20 kids.

Cost: $95.

Prerequisite: Computer Awareness.

Course Teacher: Mr Ray Davies.

Location: The Microcomputer Laboratories, The University of Wollongong.

Course #2 9 - 13 year olds KC/APP Apple IIe Computers

Duration: Five days.

Time: 9.30 am - 3.30 pm.

Date: Monday July 11 - Friday July 15.

Places: Maximum 20 kids.

Cost: $95.

Prerequisite: Computer Awareness.

Course Teacher: Mr Ian Olney.

Location: The Microcomputer Laboratories, The University of Wollongong.

*Intermediate/Advanced Programming in BASIC Ref: KC/AP IBM PC Compatible Computers (9 year olds and over)

The course provides further skills in programming in BASIC. Children require INTRODUCTORY level skills to attend this course.

Duration: Five days.

Time: 9.30 am - 3.30 pm.

Date: Monday July 4 - Friday July 15.

Places: Maximum 20 kids.

Cost: $95.

Prerequisites: Introductory Programming.

Course Teacher: Mr Rod Coleshill.

Location: The Microcomputer Laboratories, Bldg #22, The University of Wollongong.

*Crooks and Computers (11 - 15 year olds) Ref: KC/CC Apple IIe Computers

This is a computer applications course with a difference. Chase Crooks and discover a range of computer applications. Database, Word-processing, simple Spreadsheets and Graphics.

Participants will use the computers as tools in individual and group exercises. The course is most suitable for year 5/6 and high school students who have not had the opportunity to fully explore these computer applications.

Time: 10 am - 3 pm.

Duration: Four Saturdays.

Dates: August 6, 13, 20 and 27.

Places: Maximum 15 participants per group.

Cost: $85.

Prerequisites: NONE. The course is for beginners. No previous experience with computers is assumed. The course is strictly applications oriented and will NOT include any programming elements.

Course Teacher: Mr Paul Brown.

Location: The Microcomputer Laboratories, Bldg #22, The University of Wollongong.

Inquiries: Computer Training, The Illawarra Technology Centre Ltd, The University of Wollongong, PO Box 1144, Northfields Avenue, Wollongong, NSW 2500. Telephone (042) 26 8884, facsimile: (042) 27 2171.
Staff Roundup

TRANSPORT, TRAVELLING AND MEAL ALLOWANCES

Transport Allowances used by the University (effective 21 September 1987) are:

<table>
<thead>
<tr>
<th>Engine Capacity</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Over 1600cc</td>
<td>24.1 cents per kilometre</td>
</tr>
<tr>
<td>1600cc and under</td>
<td>20.2 cents per kilometre</td>
</tr>
</tbody>
</table>

A Travelling Allowance is payable to members of staff who are required to journey on official business and whose journey requires accommodation at a hotel/motel etc. Two rates apply (effective June 6):

1. **Capital City Rate**
   - $117.75/per 24 hour period
2. **Elsewhere**
   - $89.90/per 24 hour period

The above-mentioned allowances are in respect of the cost of meals (ie breakfast, lunch and evening meal) and accommodation. The amount payable per hour for a portion of a day is in all cases 1/24th of the appropriate daily rate.

As an alternative to claiming the allowances set out above, members of staff may elect to claim reasonable actual expenses incurred for meals (ie, breakfast, luncheon and evening meal) and accommodation. The amount payable per hour for a portion of a day is in all cases 1/24th of the appropriate daily rate.

During any one itinerary, a claim must be made on a uniform basis, ie, claims will not be permitted for actual expenses incurred during the time spent at one temporary work location and for a fixed allowance for time spent at another temporary work location.

**Meal Allowances** (effective June 6) are as follows:

1. **Meal Allowances When Working Overtime**
   A staff member, when required to work overtime, is entitled to be paid a meal allowance in addition to any overtime payment as follows:
   a) When required to continue working beyond two hours immediately after normal finishing time (except when the overtime work ceases no later than 6 pm) -- $12.80.
   b) When required to work overtime for more than five hours on a Saturday, Sunday or Public Holiday -- $8.55.
   c) When required to commence duty at or before 6 am, being at least one hour before the employee's usual starting time -- $7.05.

2. **Meal Allowance When Away From University**
   When a member of staff is required to proceed away from the University to a capital city or other area outside the Wollongong region and does not remain in such place overnight, such member of staff may claim the following allowances for meals:
   i) Breakfast -- $7.05
   ii) Lunch -- $8.55.
   iii) Evening meal -- $12.80
   For details: Peter Maywald, ext 3798.

AN UPDATE -- OCCUPATIONAL HEALTH AND SAFETY COMMITTEE MEMBERS

Barker, Mr D., Civil and Mining Engineering, 1/114, ext 3057. Appointed by FAUSA.
Broadby, Mr R., Maintenance, 5/G14, ext 3994. Appointed by Maintenance staff.
Depers, Mr A., Geology, 35/G03, ext 3423. Appointed by PSA.
Galvin, Mr R., Cleaners, 36, ext 3081. Appointed by FMWU.
Grange, Mr C., Personnel Services, 36, ext 3929. Appointed by University.
Hannan, Mr W., Chemistry, 18/G02, ext 3539. Appointed by University.
Jones, Mr B., Physics, 18/G16, ext 3500. Appointed by PSA.
Prior, Mr T., Landscape, 32, ext 3594. Appointed by PSA.
Raikes, Ms W., Personnel Services, 36, ext 3946. Appointed by University.
Wong, Mr M.S., Buildings and Grounds, 36, ext 3901. Appointed by University.
Wood, Ms M., Civil and Mining Engineering, 3/132, ext 3038. Appointed by University.
Zanko, Mr M., Industrial and Administrative Studies, 19/1065, ext 3749. Appointed by University.

Ex-Officio Members

Owers, Mr J., Personnel Services, 36, ext 3204. Appointed by Safety Officer.
Lilley, Dr R., Biology, 35/106A, ext 3431. Appointed by Radiation Officer.

Secretary

Skinner, Ms S., Personnel Services, 36, ext 3944.

HOW TO APPLY FOR LEAVE

1. **General.**
   For all leave absences an 'Application for Leave' form should be completed, submitted to the Head of Department or authorised officer for recommendation and forwarded to the Salaries Office, Personnel Services Branch.

2. **Recreation Leave**
   Must be approved in advance.

3. **Sick Leave**
   Applications must be submitted no later than immediately following the return to duty. Medical certificates should be attached if available and must be attached for absences exceeding three working days at any one time.

4. **Long Service Leave**
   One month's written notice is required.

5. **Special Leave**
   Details are required for assessment. Special leave is only available for emergency situations.

6. **Examination Leave**
   Subject name, time, and location of examination is required, with a copy of supporting documentation (eg, examination timetable) attached.

7. **Maternity Leave**
   Staff should acquaint themselves with the conditions.
Research Funds

The sources of research funds given below are available to members of academic staff. Further information including application forms may be obtained from Kim Harriss (ext 3201). Intending applicants are reminded that all research applications must be forwarded through the Office of Research and Postgraduate Studies.

PREVIOUSLY REPORTED IN CAMPUS NEWS

Internal Closing

Electrical Research Board Grants June 23
The NSW State Cancer Council Research Grants June 24
Literature and History June 30
I W Wark Medal June 30
Australian Institute of Management Study July 4
Rothmans Fellowships July 10
Law Foundation of NSW Travelling Fellowships July 15
Generic Technology Grants July 15
Australian Academies Exchange Fellowships July 15
Harkness Fellowships August 31
Japan Society Exchange Program September 19
Benians Fellowships October 30
Academy of Science China Exchange November 17
Earthwatch Any time
Criminology Research Any time
Pig Research Council — Support for Eminent Visitors Any time
MERA Project Grants Any time
Clive and Vera Ramaciotti Travel Grants Any time
James N Kirby Foundation Any time
Telecom Research Laboratories Any time
NSW State Cancer Council Travel Grants-in-aid Any time

and/or discuss the matter with the Leave Clerk, ext 3914.

Any queries on leave should be directed to the Leave Clerk on ext 3914 between 2 pm and 4 pm daily.

COMING STAFF DEVELOPMENT ACTIVITIES

The following activities are scheduled in the near future. Staff interested in undertaking any of the programs should complete the blue nomination form, available from Personnel Services, and return by the date given below. Staff must have their Head of Department's recommendation on the nomination form.

Do Finances Baffle You? A Seminar on The University's Financial System — This seminar looks at the University's financial system and how it works. It especially considers what staff need to know as users of the finance system (eg, monthly reports, purchasing items, arranging payments, etc). Target Audience — All staff involved with University funds. Duration — 1/2 day. When — July 28. RSVP — June 27.

Effective Communication Skills Training — This workshop will emphasise the skills of developing self-awareness and self-confidence, decision-making, and communication.

AUSTRALIAN ANTARCTIC PROGRAM

The Antarctic Division of the Department of Science invites expressions of intent to undertake research in Antarctica during the 1989-90 summer and 1990 winter and for funding under the Antarctic Science Advisory Committee Grants Scheme for field projects in Antarctica and/or Australian-based Antarctica research.

Proposals should be directed to the specific areas of study listed in the information available from the Office of Research and Postgraduate Studies.

Applications close with the University on July 1.

APEX FOUNDATION FOR RESEARCH INTO MENTAL RETARDATION

The Apex Foundation invites applications for grants, from individuals or research teams, in any discipline which is concerned with the causes, diagnosis, prevention or treatment of mental retardation and allied conditions.

Applications close with the University on July 7.

MEDICAL ENGINEERING RESEARCH ASSOCIATION PROJECT GRANTS

MERA is an association of medical engineering and biotechnology organisations. Its purpose is to facilitate Australian research and development through the commercialisation of new medical products and technologies, particularly those with export potential.

Research proposals are sought for one-to-three-year projects, with significant commercial potential, in the funding range $10,000 to $50,000 pa. However larger projects requiring funding up to the order of $1-2 million will also be considered, under separate arrangements.

Application forms and a list of MERA's preferred research areas are available from the Office of Research and Postgraduate Studies.

Applications may be submitted to the Office of Research and Postgraduate Studies at any time.

Skills such as listening, constructing assertive and clear messages, obtaining feedback, saying no where appropriate, and handling aggression in ways based on self respect and respect for others will be developed.

Target Audience — All staff. Duration — four half days.


Further details: Wendy Raikes, ext 3946.

CURRENT VACANCIES

The closing date for applications is indicated in italics.

Research Assistant Grade 2, Teaching Company Scheme, June 24.

Further details: Gary Graham, ext 3935.

STAFF CHANGES

New Starters
Dr P. Cooper, Lecturer, Mechanical Engineering
Mr R. Lam, Teaching Fellow, Accountancy and Legal Studies
Dr R. Sparks, Lecturer, Mathematics
Mr G.W. Cluff, Laboratory Assistant, Faculty of Education
**Seminars**

**THE AUSTRALIAN INSTITUTE OF MINING AND METALLURGY**

Date and time: Wednesday June 22, 7.30 pm
Topic: Guidelines For Workplace-based Occupational Rehabilitation Programs
Speaker: Dr Ian Tague, Occupational Physician, Joint Coal Board

**Abstract:**
The recent reforms to the workers compensation system have been the most radical since the inception of the Workers Compensation Act in 1926.

The rehabilitation of injured workers is now a central feature of the Workers Compensation system. The Government has taken an innovative approach to this long-neglected area by legislating for a system based on the concept of workplace-based rehabilitation. The underlying principle is that the workplace, and not a medical institution or the home, may be the most appropriate and effective place to rehabilitate the majority of injured workers. Another major principle is that all parties at the workplace have a social and economic interest in ensuring that workers return to work as soon as possible following a work-related injury.

Mr Bob Sealey, Mediation Officer, Division of Rehabilitation Services, Department of Industrial Relations and Employment, will outline the guidelines for workplace-based occupational rehabilitation programs.

Dr Ian Tague, Occupational Physician with the Joint Coal Board, will outline the Joint Coal Board’s rehabilitation program for the coal mining industry.

**DEPARTMENT OF SCIENCE AND TECHNOLOGY STUDIES**

Date and time: June 22, 1.30 pm
Venue: Building 19, room 2061
Speaker: Ted Steele (Biology Department)

**Abstract:** Dr Steele will discuss the development and reception of his Somatic Selection Theory of Acquired Inheritance. This theory resurrects the Lamarckian idea of the inheritance of acquired characteristics as a factor in evolution (an idea which biologists are usually taught to reject). Dr Steele will recall the initial conception of the key areas, and the controversial reception accorded early experiments. An account of recent developments, together with their reception, will also be given.

**PREJUDICE IN THE PUBLIC ARENA -- THE ASIAN AUSTRALIAN PERSPECTIVE**

The Asian Australian Resource Centre (NSW) will be conducting a half-day seminar to present the Asian Australian perspective in the current debate about multiculturalism, immigration, racism, education and settlement issues.

Speakers include Mrs Franca Arena MLC, Dr Andrew Jakubowicz (University of Technology), Ms Irene Moss (Human Rights Commission), Hon Helen Sham-Ho MLC, and Mr Uri Themal (Deputy Chairman, Ethnic Affairs Commission).

There will be an open panel discussion involving the audience, the speakers and a representative from the Office of Multicultural Affairs.

**DEPARTMENT OF CHEMISTRY**

Date and time: Friday July 1, 2.30 pm
Topic: Inevitable Irrationality
Speaker: Dr Fred Kroon, University of Auckland
Venue: Department of Philosophy Seminar Room, North Wing, Social Sciences Building, The University of Wollongong (Building 19.1034).

Date and time: Friday July 22, 2.30 pm
Topic: Reason and Ethical Goodness
Speaker: Lloyd Reinhardt, Senior Lecturer, Department of Traditional and Modern Philosophy, Sydney
Venue: Department of Philosophy Seminar Room, North Wing, Social Sciences Building, The University of Wollongong (Building 19.1034).

Date and time: Friday August 5, 2.30 pm
Topic: Killing Under Duress
Speaker: Suzanne Uniacke, University of Wollongong
Venue: Department of Philosophy Seminar Room, North Wing, Social Sciences Building, The University of Wollongong (Building 19.1034).

**DEPARTMENT OF MECHANICAL ENGINEERING POSTGRADUATE SEMINARS**

Time: 11 am (Friday)
Venue: Department of Mechanical Engineering Seminar Room, Building 8.

July 1
Speaker: Robert O’Meley
Title: Flow Separation from Bluff Bodies

July 22
Speaker: Mukeschandra Desai
Title: Flowability Assessment of Powders During Pneumatic Conveying

August 12
Speaker: Mohammed Islam
Title: Analysis of Machining Accuracies in CNC Machining Operations.

August 26
Speaker: Robert Davey
DEPARTMENT OF BIOLOGY
BIOMEDICAL EVENING SEMINARS
Each seminar will be preceded by a char-grill dinner at 6.30 pm in the Union Bistro. Those interested in attending the dinner should contact Dr E.J. Steele, so that appropriate bookings may be made. Seminars begin at 8 pm in Lecture Theatre G19 Building 35. (The assistance of Dr Stephen Andersen is acknowledged.)
June 29. Dr P. Klinken, Walter and Eliza Hall Institute of Medical Research, Melbourne.
Effect of raf and myc Oncogenes on Haemopoietic Cells.
July 20. A Boehringer Mannheim seminar on Hormone Molecular Biology. Professor J. Shine, Deputy Director of the Garvan Institute of Medical Research, St Vincent's Hospital, Sydney.
Molecular Genetics of Steroid Hormone Receptors.
August 10. Amersham seminar on Genetically Engineered Vaccines. Dr I.G. Ramshaw, John Curtin School of Medical Research, ANU, Canberra.
Use of Recombinant DNA Technology in Viral Vaccine Development.
August 24. Commonwealth Serum Laboratories seminar on Cellular Immunology. Dr A. Mullbacher, John Curtin School of Medical Research, ANU, Canberra.
Immunobiology of a Metabolite of a Human Pathogenic Fungus (gliotoxin).
September 14. A Millipore seminar on Molecular and Cellular Immunology. C. Goodnow, Clinical Immunology Research Centre, University of Sydney.
Immunological tolerance in transgenic mice.
September 28. Australian Monoclonal Development seminar on Antibodies. Dr R. Raison, Clinical Immunology Research Centre, University of Sydney.
Evolution of the Immunoglobulin Superfamily.
October 12. British Drug House seminar on Control of Viral Disease. Professor F. Fenner, John Curtin School of Medical Research, ANU, Canberra.
The Irradication of Small Pox.
Convenor: Dr E.J. Steele (042) 39 66 77

SCHOOL OF CREATIVE ARTS POSTGRADUATE SEMINARS
All sessions will be held in the Music Centre, 2.30 to 5.30 pm.
July 29
September 23
Myth and Art. Speaker: Professor Jon Harvey. Chair: Professor Edward Cowie.
October 14

Wollongong University gift ties and scarves
Wollongong University ties and scarves are available from the Union Shop. They are excellent as presents to those travelling overseas, or as gifts to colleagues, friends, and graduates.

Wollongong University

CONCERTS, EXHIBITIONS
AND ENTERTAINMENT

'MOSTLY MOZART' FORMULA
The City of Wollongong Symphony Orchestra will present its second 1988 subscription concert at the IMB Theatre, Illawarra Performing Arts Centre, on Saturday evening, July 2. The concert will be another in the 'Mostly Mozart' format, which has proven popular with audiences over the past three seasons. Soloists in the concert will be ex-Wollongong pianist Gerard Willens, now of international standing, and baritone Garrick Jones, also an international star of opera and a former member of the Australian Opera. John Wayne Dixon, the orchestra's Music Director, will conduct.
Non-subscription tickets are available from the Performing Arts Centre's booking office and intending patrons are advised to book early, since 70 per cent of the hall's capacity is already sold on subscription. Ticket prices are: $11 adults, $8 concession, and $25 a family ticket (up to four). Inquiries to the Booking Office, Illawarra Performing Arts Centre, (042) 36 36 36.

LOOK BACK IN ANGER
Wollongong Workshop Theatre is still running its production of 'Look Back in Anger', by John Osborne.
This play, which transformed British theatre, is on now at Workshop Theatre, Gipps Street, Gwynneville. Evening performances on Wednesdays, Fridays and Saturdays. Final performance will be on Saturday July 11.
For bookings ring Wilson's Record Bar 29 61 69. Tickets $6 with concession $4.
The production is being staged in co-operation with the School of Creative Arts, The University of Wollongong.

WOLLONGONG UNIVERSITY

WANTED BOOKS WANTED
Needed now by the Graduates' Group of the Friends for their bookstall on University Open Day, August 28. Please deliver donations of novels, texts, comics and old publications to Friends' House, 55 Northfields Avenue, Keiraville. Your old stuff can be somebody else's treasure!
For inquiries telephone 61 2714 (Dapto), 29 1951 (Wollongong), 67 2299 (Austinmer).
Book conveners: Johanna de Jonge 67 2299, Marjory Macdonald 29 1951.

FRIENDS OF THE UNIVERSITY
COMPUTER LITERACY PROGRAM

Did you know that the University has a computer literacy policy or that computer literacy will be a prerequisite for graduation?

Computer literacy requirements comprise keyboard, word processing and on-line library skills.

Don't worry about it. The requirements may be met in any of the following ways:

a) Successful completion of an appropriate Higher School Certificate subject (e.g. HSC Computing Science)

b) Successful completion of relevant credit-earning computer courses considered to cover the literacy skills required by the University

c) Successful completion of one of the special courses described below.

A package of courses has been established to provide for present and future computer literacy needs of the student body. The program will be offered by ITC Computer Training in conjunction with University Computer Services. The courses will be held on Fridays.

Contact Computer Services or ITC Computer Training to book your place on a course. Tel (042) 270850 (ext 3850) or (042) 268884 (ext 3777).

Course Outlines

Course #1 Personal Computers for Beginners
9 am to 10.30 am
An introduction to Personal Computers and MS-DOS

Content: Hardware components, software requirements, typical applications; Hardware usage - Keyboard, diskette, printer; Introduction to DOS - Simple usage (FORMAT, DIR, COPY, PRN)

Prerequisites: None

Duration: A 90-minute program

Cost: $15

Course #2 An Introduction to Word Processing
11 am to 12.30 pm
A beginners course in Word Processing with PFS:WRITE

Content: Creating and formatting documents. Saving to disk and printing. File retrieval and text manipulation.

Prerequisites: Basic knowledge of PCs and MS-DOS (Course #1 or equivalent). Purchase of PFS:First Choice Software (see footnote)

Duration: A 90-minute program

Cost: $15

Course #3 An Introduction to PFS:First Choice
2 pm to 5 pm
An introduction to 3 elements of FIRST CHOICE software; (A Simple Integrated Software Package) Word/Processing (PFS:WRITE) Spreadsheets (PFS:PLAAN)

Data Management (PFS:FILE)

Content: Participants will receive instruction in the concepts and fundamental functions of each element.

Prerequisites: Basic knowledge of PCs and MS-DOS (Course #1 or equivalent)

Purchase of PFS:First Choice Software (see footnote)

Duration: A three-hour program

Cost: $25

Course #4 Library PC Network Bridging Course (available 2nd session, 1988)
A bridging course to provide PC users with an introduction to the Local Area Network to be installed in the Library.

Content: Basic concepts, printing, network commands.

Prerequisites: Working experience with PCs and MS-DOS (or one of the above courses)

Duration: A 30-minute program

Cost: $15 (includes a network connect diskette and network guide)

Note: Courses 2 and 3 require the use of PFS:First Choice software. Participants are required to provide the software. PFS:First Choice may be purchased or the licence to copy an educational version is granted by the purchase of the Text 'Computers and End User Software' by Athey, Day and Zamuad (available at the University Co-op Bookshop, price $47.60)

LOGOS OR ICONS, PLEASE

There has been an encouraging response from Campus News readers and contributors to the changes to the appearance of the journal during the past year and more. In a move to improve the appearance further, departments whose news items appear frequently in our pages are invited to let us have logos or other identifying icons for reproduction with their contributions. Bromides or top-quality art proofs are required. Discuss problems with George Wilson on 9326 or 286691.

Advertisements

ACCOMMODATION

Mature person to share weatherboard house with one other in Balgownie. Rent $42 plus electricity. Phone 841254 after 6 pm.

HOUSE TO LET

Wanted: tenants for a fully-furnished, 3 bedroom house in Thirroul between December 1988 and June 1989. Contact Dr Rob Whelan, Biology, ext 3442, or 671037.

WANTED - CAT LOVER

To feed/mind three unusual felines in the comfort of their Wombarra home from mid-July to October Long Weekend. Owner going overseas: free accommodation in return for care of house and cats. Phone 674468 (after 7 pm)

CAR FOR SALE

Subaru 1600 DL, 1977, white, good order, very reliable, study leave imminent. $2,600. Ext 3726 or 360186.

ACCOMMODATION REQUIRED

A British lecturer and her family wish to rent a house or flat for the period July to November. Please contact Gerald Nanson, Department of Geography, ext 3631 or 3721 (home 946461).

FOR SALE

Readers Digest Library of Essential Knowledge 3 vols, complete $50; Victa Deluxe Craftsman two-stroke lawnmower, three years old, $200; Box trailer $425; $100; Europa bicycle (unisex) needs new tyres $50; 2 bedsteads $20 each; Aluminium extension ladder 17/6; $10; Dressing table, three drawers, oval mirror $80; Fujion telephoto lens, non-zoom, 0.5 to 200 ml. $80; Colonial-type, timber frame sofa, drop-back $100; Ryobi 12" Model 300 electric chain saw $50; Small round cast-iron garden table $30; Olivetti Praxis electronic typewriter, daisy wheel, lift-off, manual, spare ribbon etc, as new $250 negotiable; Travel trunk $30; Kenwood mini mixer/master $20; Fire screen (opaque) $20; GEC record player with speakers, three in one $40; New coir matting (6m c 1.6m approx) $50; Hanimette manual slide projector $35; Fully grown assorted plants (aspidistras, bird nest fern, cunquats, palms). Contact Rachael Henry, ext 3746 or 671252.

ACCOMMODATION

Suburban room for university and faculty visitors. Single occupancy are $35 a night, $175 a week, including breakfast daily. Dinner is available for an addition $5 charge per night. Room for Rent

There is a telephone available for incoming or local outgoing calls. Rates for accommodation in return for care of house and cats. Phone 674468 (after 7 pm)

CAR FOR SALE

Simpson 2001 Electric Stove incorporating fan-forced oven and four hot plates $330, new price $550. Contact Roger Truscott ext 3053.

HAVE YOU HEARD OF THE VIOLET PAGES?

The 1988 edition of The Violet Pages is now available. This directory of researchers in women's studies in Australia and New Zealand is compiled by Lenore Coltheart, Shirley Fitzgerald and Bronwyn Davies and can be ordered from GPO Box 2656, Sydney 2001. Cost $10 including postage.

ROOM FOR RENT

International House has available a room for university and faculty visitors. The room has an ensuite and can be furnished with a single or double bed. There is a telephone available for incoming or local outgoing calls. Rates for single occupancy are $35 a night, $75 a week, including breakfast daily. Dinner is available for an addition $5 charge per night.

TYPING SERVICES

Get your assignments, letters, resume or report typed by Armel Typing Services. Assignments/Reports: $2.50 per page with copy included. Letters: $3 per page with copy and envelope. Resume: $2.50 per page with copy included. Original Re-prints: $1 per page. Phone 287148 and ask for Carmel.