Probus Association of Victoria Inc.
Reg. No. AOOO9835H ABN 51 370 595 374



"Hello! Probus Victoria Members, This is issue number 3 and I have taken a little longer to get it out. The 2 main questions I have had are about Publisher going and what and how do we use AI. I have tried to answer both of them as best I can, hope it helps. To all of the Probus Secretaries, is it possible for a copy of these Tech Talks to be attached to your clubs newsletter. This will make sure that all members get a copy. If you are emailing your newsletter its just a couple of pages extra every 2 months. It will be on the PAV website for members to download. You will find it under information. Thank you for your interest in these Tech Talks By: Ernie Brigham



Do You Use Microsoft Publisher ?

If so you need to know the following.

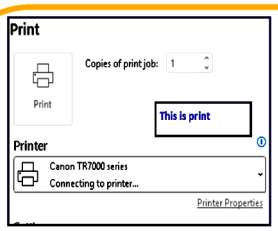
As of October 2026 Microsoft Publisher will reach its end of life and support. Note after this date how Publisher works depends on your software type.
If you are using Microsoft 365 Subscription. The publisher app will be removed from your subscription. You will no longer be able to open, edit or access Publisher files with in the app.
Perpetual/Standalone Users. If you are using a onetime purchase version, like Office 2021 (Office 2021 This was the last standalone Office that comes with Publisher) the app will continue to launch and edit existing files, but it will no longer receive security updates or technical support.
Alternatives to Publisher: One of the best alternatives to Publisher is Libre Office Draw which is free and opensource program and comes in (Windows/Mac/Linux) It also can open your Publisher files You can download Libre Office (which includes Draw) from www.libreoffice.org/

LibreOffice
The Document Foundation

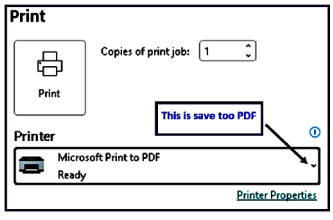
HOW TO CONNECT YOUR LAPTOP OR CHROMEBOOK TO YOUR TV.

This is one of the most asked questions. It very easy to do. You will need the following. Make sure that your laptop has female HDMI port on it and that your TV has an unused female HDMI port. Now the easy part. First plug one end of the HDMI cable in to the female port on your laptop or your Chromebook and the other end in to a free HDMI female port on your TV. Turn on your computer and your TV. Use the remote for the TV to select the HDMI port you have connected your HDMI cable to, On your remote it is most likely the button marked source. Keep pushing the button until what is on your computer screen is now on your tv. You are now able to show anything that is on your computer great for slide shows. This is what a HDMI to HDMI looks like and you can buy them in lots of sizes





Did you know that you can save a page or all of your newsletter, or anything you are working on to a PDF on most printers. You do this by going to print, in most cases there will be a drop down box that the name of the printer is in. (in my case it shows a Canon TR7060a). If you click on this box you will have the options to save to a PDF. It should ask you where do you want to save it to, if not it most likely save it to downloads. Check out the Pictures



June 2026 Tech Talk.
Issue3
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Just a small note of thanks must go to Col Pask, who is among other things the Ringwood Clocktower Probus webmaster. He has cleaned up the front end of the PAV website and it makes finding your way around it much easer. The PAV website has lots of information. Please check it out at www.probusvic.com.au/

This is a tip, which save you time and make sure you get everything. Lets say the Picture is something you have created with a number of parts and would like to save them as a picture. Most of us would click on each part by holding down the shift key. The easy way is to put your mouse curser just off the top left corner (I have put a cross there) holding the shift key drag the mouse to the bottom X Now let go of the mouse key and you will see that you have all the bits selected.



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EVERYBODY WANTS TO TALK ABOUT AI

LET'S TALK ABOUT AI – PART 1: DO WE NEED IT?

The short answer is yes. However, that answer is too simple because it doesn't explain just how powerful Artificial Intelligence (AI) has become.

Before we go any further, it is important to remember that AI is not always correct. While it can provide excellent information and assistance, you should always double-check important facts and details.

So, how does AI work? The official explanation is:

"When you ask an AI a question, it breaks your words into chunks, predicts the most helpful response based on patterns it learned from vast amounts of training data, and generates a conversational answer. It does this instantly using advanced mathematics and probability."

In everyday language, AI looks at your question, searches through the enormous amount of information it has learned from, identifies patterns and likely answers, and then provides what it believes is the best response. Sometimes the answer may combine information from several different sources.

This is a very simplified explanation. There is a lot more happening behind the scenes, much of it well above my pay grade!

What makes AI so impressive is the speed. It can analyse vast amounts of information and produce an answer in seconds. However, remember that the answer it gives is not guaranteed to be perfect. AI can make mistakes, misunderstand questions, or provide incomplete information.

Now I'd like to show you just how powerful AI can be.

While creating the flyer for our Afternoon Tea Dance, I thought it would be nice to include a photograph of members enjoying the event. Normally, I would look through photos from previous years and choose the best one.

There was one problem.

This year is the first time we will have held an Afternoon Tea Dance, so there were no previous photos to use.

Instead, I turned to ChatGPT and asked it to create an image. It took quite a bit of time to explain exactly what I wanted and to make sure ChatGPT understood my vision.

The result surprised me.



As you can see ChatGPT gave me most of what I asked for.

What did I want

- Senior citizens enjoying themselves ✓
- Eight people sitting around a table✓
- Small plates of sandwiches and cakes✓
- Tea and coffee being served (Its wine)✓
- Couples dancing in the background✓
- A male singer entertaining the crowd✓
- Everyone looking happy and relaxed✓
- Probus signs and decorations throughout the room✓✓✓

What I would have liked is less signage. Yes I could have kept at it and asked for less signs. Well done ChatGPT✓

In Part 2, I'll explain how I created the image and show you the exact instructions I gave ChatGPT.

LET'S TALK ABOUT AI – PART 2: CREATING A PHOTO THAT NEVER EXISTED

As you can imagine, simply asking AI to create "a photo of people enjoying an afternoon tea dance" does not produce a very useful result.

The secret is learning how to give AI detailed instructions.

To create the image used in our Afternoon Tea Dance promotion, I gradually added more and more information about what I wanted to see.

For example, I asked for:

- Senior citizens enjoying themselves
- Eight people sitting around a table
- Small plates of sandwiches and cakes
- Tea and coffee being served
- Couples dancing in the background
- A male singer entertaining the crowd
- Everyone looking happy and relaxed
- Probus signs and decorations throughout the room

I should mention that AI became a little too enthusiastic with some of the Probus signs!

Creating the final image took many attempts. Each time AI produced a picture, I adjusted my instructions and added more detail until I achieved the result I wanted.

After many revisions, my final request to ChatGPT was:

"Create a bright, realistic promotional image for a Probus Fun and Friendship event. Show a large group of happy senior citizens enjoying an afternoon tea dance in a decorated community hall. Some couples are dancing while others sit around tables sharing cake and drinks. Blue and gold Probus banners, balloons and festive decorations are displayed throughout the room. Include live entertainment on a small stage and raffle prizes. The atmosphere should be warm, welcoming, social and celebratory, emphasizing friendship, fun and active retirement. Professional photography style, high detail, natural lighting."

The result was impressive. It looked realistic and could easily be used in advertising.

However, it is important to remember that the image is completely artificial. None of the people in the photograph actually exist.

One clue that an image has been created by AI is that text on signs and banners is often repeated, misspelled or slightly inconsistent. In my image, some signs repeated the phrase "Prizes to be Won" several times. This is a common giveaway.

The good news is that ChatGPT is free to try. Start with a simple question and then keep adding details until you get the result you want. I probably refined my request at least twelve times before I was satisfied.

I'd love to see what you create. Feel free to email your AI-generated images to me at esbrigham@bigpond.com.

Many Probus members have asked me whether ChatGPT is difficult to use.

The answer is no.

Using AI is quite easy. The challenge is learning how to ask clear questions and then refining those questions until you get the result you want. AI can only work with the information you provide.

It is also important to remember that AI is not infallible. It can make mistakes, overlook important facts, or simplify information too much. Always verify important information before relying on it.

The reality is that most of us are already using AI every day, often without realising it. Many companies now include AI in their products and marketing because it can be a very useful tool. I hope this was of help Ernie Brigham