

Business Skills Qualifications IT Solutions



NDA website

NDA training course dates

Make an enquiry

Dear client

Google has been pushing the boundaries of its 'do no evil' motto recently with some subtle changes to privacy settings. Unless you want to find yourself unwittingly participating in the Google advertising program you should read the article below on shared endorsements.

Meanwhile, your correspondent has become a tree-changer and acquired a block of land in Ross. Ross? Yes, Ross. According to a friend "it's too hot in the summer, too cold in the winter and windy all year round". On the positive side, though, it's quiet. It also has some beautiful buildings, a bakery that makes brilliant scallop pies, and is a community, with a pub and even a film club.

But I digress. The block of land has an old cottage on it that needs a makeover. While researching renovation widgets I came across three interesting products, all of which can be retrofitted to existing homes. You can read about them below.

Also coming up soon: courses in <u>Conducting Successful</u>
<u>Meetings</u> and <u>Conflict Resolution and Assertiveness</u>. If you are quick you can enrol two people for the price of one on either of these courses.

Last minute news

Skills Tasmania announced this morning that applications for The Skills Fund will open on November 4 for a four week period only. There will be a second round of funding in January. It is not too late to organise an application for your entire 2014 staff development program - but you need to contact me pronto / now / maintenant...

Kind regards

Nigel Davies Director, NDA

You are receiving this newsletter either because you attended an NDA training course and ticked the relevant box on the course review form or because a friend

subscribed you. You can unsubscribe automatically at any time by clicking the link at the bottom of the email.

You are free to reproduce any material provided it is accompanied by this message: Reproduced from the newsletter of NDA Tasmania - www.nda.com.au - phone 1300 765 736.

Google and shared endorsements

Google has quietly altered the terms and conditions of its service. The default setting for privacy now permits Google to use your name and photo to endorse products in web advertising.

This means that, if you have ever written a testimonial on a Google site or 'Liked' something on YouTube, your friends could see your name, photo and comments linked with that product on Google ads. Google calls this *shared endorsements*. If you don't want to share your endorsements with Google or your pals you can adjust the privacy setting here: https://plus.google.com/settings/endorsements.

Google Hummingbird

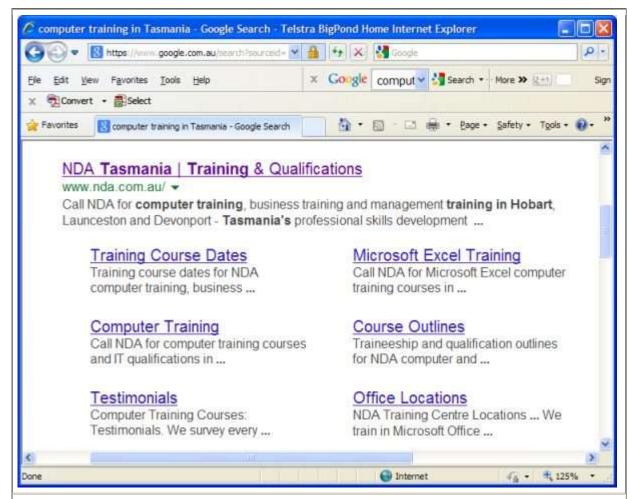
You might also be interested to know that Google made significant changes to its search algorithm last month. The new algorithm, Hummingbird, gives much greater prominence to websites that are regularly updated with new material - especially social links and multi-media.



You might want to check that your

website still appears high on the page when people make relevant searches. If you have a static website and it has 'disappeared' from the search pages, you may need to consider how you can build regular new activity into your home page. For example you could post updates on your organisation's activities or links to other sites, such as social media or sites with information relevant to your activities.

From a user's perspective, the new algorithm supports more complex queries - especially voice and natural language. I notice that if you search for *Computer training in Tasmania*, NDA still occupies first position in the search results, but the results now display multiple associated pages from our website immediately beneath.



New home technology

New age thermostats

How sexy are thermostats? Very, you might say, if they are not working and it's so hot you have to get all your gear off, but when they are working? – nah!

Which is why you might like to read about the world's sexiest thermostat.

According to their blurb, "Nest reinvents unloved but important home products, like the thermostat and the smoke alarm. We focus on simple, beautiful and thoughtful

focus on simple, beautiful and thoughtful hardware". And because Nest was founded by a team of ex-Apple employees it does look rather pretty...

Of more interest to your correspondent, who has just received a quarterly



winter power bill well past the four figure mark, is their promise to save up to 20% on your next power bill. How does it do this? It does it by having more sensors than a cruise missile and constantly re-programming itself to match your preferences. Here's how it works:

- After the first week of manual operation, it anticipates your temperature preferences and movements by automatically adjusting day / night temperatures and warming up the place 30 minutes before you wake.
- It uses your wifi to make adjustments based on the weather forecast and current external temperatures.
- You can adjust the system remotely by using iOS7 and Android apps.
- The software updates online, just like your PC / phablet.
- It emails you a monthly audit of your heating / cooling energy usage.
- It is designed to plug straight onto your wall in place of your existing thermostat and control your existing heating systems.

Negatives? It is not officially released in Australia yet. Plenty of people have found that it works OK, although others complain that it doesn't work with all local heating and cooling systems. Also, when connected to wifi, it gets a USA time zone from the Nest servers, which messes up some of the software smarts.

Worth a look. You can read a detailed review

here: http://arstechnica.com/gadgets/2012/08/a-thermostat-that-learns-three-months-with-the-nest/ and a bulletin board of Australians who have tried it here: http://forums.whirlpool.net.au/archive/1945850.

A smoke alarm to die for

The same company that makes the thermostat has also developed a <u>smoke detector</u>. Instead of hitting you with a World War II siren when you burn the toast, it has a range of verbal warnings in a female voice, as research shows a female voice is more likely to wake sleeping occupants. If you have a large house



and multiple detectors, they automatically network so that, if the detector in the kitchen is activated, then other detectors in the premises are also activated and give a warning.

To silence the detector after a false alarm you just wave a hand at it - so no

more wobbling on chairs with broom handles to switch the damn things off.

Also (and this appeals), when you make the late-night trips to the bathroom, the alarm's motion sensor activates the built-in light with just enough illumination to guide your footsteps.

iPhone activated door lock

Our final piece of smart hardware is an iPhone activated door lock. The Kevo lock from Kwikset is powered by 4 x AA batteries. The electronic key is an app on your smartphone. With the phone on your person you just touch the lock and it opens. You can also email electronic keys to other users and manage all the keys from a separate app.



Recalling my previous experience with keyless lock and ignition systems, this is one technology I will be avoiding (see <u>Too Much Technology</u> in the July 2011 issue).

Making meetings work for you

Meeting: an assembly of people for a particular purpose, especially for formal discussion. Unfortunately, not all meetings are well run and, when run badly, can be one of the ultimate time-wasters. NDA's <u>Conducting Successful Meetings</u> course explains how to run both formal and informal meetings. The next presentations are in both **Hobart and Launceston on Wednesday 13 November**. Call Janelle on 1300 765 736 to enrol.

Facilitation was inclusive at all times, breaks were timely & topic was made interesting by general discussion & groupwork.

ML, University of Tasmania

A great course. It was fun & engaging with heaps learned. AL, Australian Red Cross

Course met all of my objectives. Very informative and I will put a lot of the things learnt into place.

BH, DIER

I feel like my objectives have been met. I believe the next meeting I organise will be more successful.

DB, CSIRO

Conflict Resolution and Assertiveness

Don't hit me - I'll do anything you say.

How high? Yes, immediately. Just let me dust my knees off...

Or you could attend NDA's <u>Conflict Resolution and</u>
<u>Assertiveness</u> course, **Thursday 7 November in Hobart and Wednesday 27 November** in **Launceston**.

I got a lot out of the course to help me professionally and personally in the future. I felt that our facilitator was extremely good at presenting the course content.

The presenter was excellent. He provided me with the environment to feel comfortable about expressing myself and be able to share my fears and experiences to assist me in achieving my goals.

Good, presentation gave me the tools to use in both business and at home.

Enjoyed it. Gave me lots of ways to deal with problem situations.

To enrol, grovel to <u>Janelle@nda.com.au</u> or whimper on **1300 765 736**.

2014 Skills Fund - don't miss out!

Applications for the <u>2014 Skills Fund</u> will open shortly. Organisations may apply for funding in partnership with an RTO (such as NDA) for either **short course training** ('skill sets') or **complete qualifications**.

Used sensibly, the Skills Fund could subsidise your entire staff training program for 2014 - but only if you act promptly. Last year the fund was exhausted before the expiry date. Contact NDA now and we will:

- Help you identify your training needs
- Ensure you meet the requirements of the program
- · Write the application with you

1300 765 736 or chris@nda.com.au.

Forthcoming training courses

The following courses will shortly be presented by NDA - some at significant discounts on standard rates. To obtain the discount, please phone Janelle on 1300 765 736 and mention this email when making bookings. Clients with existing bookings for discounted courses may not change them, but additional people may be added at the discounted rate.

Hobart IT Courses

Excel Advanced 28/29 Oct - \$480

MYOB Payroll 1 Nov - \$285

Excel Introductory 4/6 Nov - \$480

Excel Intermediate 6/7 Nov - \$480

Excel Advanced 7/8 Nov - \$480

PowerPoint 11 Nov - \$240 two for the price of one

Word Introductory 12/13 Nov - \$480

Word Intermediate 13/14 Nov - \$480

Word Advanced 14/15 Nov - \$480

Intro to PCs with Windows and Office 20/21 Nov - \$480

MYOB Setup and Operation 21/22 Nov - \$570

Excel Introductory 18/22 Nov - \$480

Excel Intermediate 22/25 Nov - \$480

Project 27/28 Nov - \$480 full - call for dates

Hobart Business Skills Courses

Superior Customer Service 30 Oct - \$285

Conflict Resolution & Assertiveness 7 Nov - \$285 two for the price of one

Conducting Successful Meetings 13 Nov - \$285 two for the price of one

Assessment 20/21 Nov - \$570

Launceston IT Courses

Publisher 25 Oct - \$240

Excel Introductory 5/6 Nov - \$480 full - call for dates

Excel Intermediate 6/7 Nov - \$480 full - call for dates

Excel Advanced 7/8 Nov - \$480

PowerPoint 11 Nov - \$240 two for the price of one

Word Introductory 12/13 Nov - \$480

Word Intermediate 13/14 Nov - \$480

Word Advanced 14/15 Nov - \$480

MYOB Payroll 19 Nov - \$285

Intro to PCs with Windows and Office 20/21 Nov - \$480

MYOB Advanced 26 Nov - \$285

Project 27/28 Nov - \$480

Launceston Business Skills Courses

Conducting Successful Meetings 13 Nov - \$285 two for the price of one

Managing Successful Projects 25/26 Nov - \$570

<u>Conflict Resolution & Assertiveness</u> 27 Nov - \$285 **two for the price of one**

Devonport IT Courses

Excel Introductory 1/5 Nov - \$480 two for the price of one

MYOB Payroll 5 Nov - \$285

Excel Intermediate 5/6 Nov - \$480

Excel Advanced 6/7 Nov - \$480

Word Introductory 12/13 Nov - \$480

Word Intermediate 13/14 Nov - \$480

Word Advanced 14/15 Nov - \$480

Outlook 22 Nov - \$240

Project 27/28 Nov - \$480

HOBART

Level 3, Trafalgar Centre, 110 Collins St Hobart TAS 7000 Phone: (03) 6224 2660

LAUNCESTON

Level 1, 65 St John Street Launceston TAS 7250 Phone: (03) 6334 4910

DEVONPORT

The Roberts Building, 23 Stewart St Devonport TAS 7310 Phone: (03) 6423 4547