



PARKINSON SENIOR SOCIETY COMPUTER LAB

Fall - 2021

Classes Begin September 8th, 2021

Computer Course Listings

* MEMBERSHIP IS REQUIRED FOR PARTICIPATION * \$15/yr *



“NEVER TOO LATE TO LEARN”

WELCOME TO THE PARKINSON ACTIVITY CENTRE COMPUTER TRAINING LAB

Your Computer Lab is equipped with 4 student computers complete with the latest Windows 10 Operating system. We have an amazing, dedicated group of volunteer instructors who are committed to helping you reach your computing goals. If you have absolutely no computer experience or if you know lots about computers and just want to brush up on your skills - this is the place for you. We have one instructor as well as one assistant instructor, assigned for each class so your success is imminent.

COURSES OFFERED:

Basic Computer Class for Beginners - 2 Class sessions on 2 days: **Each class 3 hours = 6 hours total (\$40)**

Learn basic skills for using Microsoft Windows. It also includes how to create documents, save, and find them and add pictures to a document. This course is recommended for students with limited knowledge of a computer.

Using Microsoft Windows 10 including A Preview of Windows 11 **1 Class session: 2 hours (\$20)**

Microsoft's Windows 10 operating system came out in 2015. Since then feature bi-annual upgrades have occurred to enhance this operating system. Learn the many new and original features of Windows 10, including customizing the start menu, changing your Web start-up page, using the new Browser 'EDGE', clutter- free printing, pinning, unpinning and read aloud. Also learn how to create Desktop & Taskbar shortcuts and saving favorites.

Windows 11 Overview - 1 Class session: 1 hour (\$10)

Microsoft created Windows 10 in 2015 and have updated the operating system several times in the past 6 years. Now they have redesigned the system and have created "Windows 11". The new operating system will be available for free download or for newly purchased computers in late fall of 2021. This one hour class will review the changes Microsoft has made to the Task Bar, start menu, quick settings and apps. Other than these notable changes, most users will not see much of a change to Windows 11 over Windows 10.

Learning ZOOM - 1 Class session: 1 hour (\$10)

Zoom is one of many web conferencing tools similar to "Skype". Learn how to set up a log-in account and how to host and/or join a meeting.

Beginner Apple iPad (Part 1) - 1 Class session: 1^{3/4} hours (\$15)

Basics of iPad usage: explaining Wi-Fi, the various buttons, the different icons, and the most useful setting options. Also, discussion on passwords, and ideas for the use of Google, Safari and Siri.

Beginner Apple iPad (Part 2) - 1 Class session: 1^{3/4} hours (\$15)

Various topics will include: all aspects of email usage, using the camera App, taking photos and videos plus editing images.

Beginner Apple iPad (Part 3) - 1 Class session: 1^{3/4} hours (\$15)

APPS. Apple has 2 million Apps. Learn how to locate and download the ones that will give you endless opportunities for learning and entertainment.

Learn Computer Flash Drive -1 Class session: 1 hour \$10.00

Flash drives have many uses as a portable drive and a backup drive. Learn to save information and what type of flash drives to purchase.

Learning About E-Mail - 1 Class session: 2 hours (\$20)

Learn how to use various e-mail programs including how to attach files, opening and saving files, creating storage folders, setting up contacts, formatting text and e-mail etiquette when forwarding e-mails. Also, you will learn about junk/ spam emails and unsubscribing from unwanted emails.

Learning Facebook - 1 Class session: 2 hours (\$20)

Learn how to set up a Facebook account and understand Privacy settings. What you can do with Facebook. Find friends, like-minded groups, play games or keep in touch with loved ones. How to upload pictures or save pictures placed on Facebook. How to unfriend annoying posts.

Learning G-Mail - 1 Class session: 2 hours (\$20)

G-Mail is a free Internet based email service developed by Google. Learn how to sign-up for a G-Mail account, how to compose, send, forward and reply as well as entering new contacts.

Taking care of your Computer - 1 Class session: 2 hours (\$20)

This course will provide you with information on what to do to keep your computer running efficiently. You will learn how to safely download and install free scanning programs that will remove PUPS (potentially unwanted programs), malicious software and left-over Internet debris. Also, Internet Safety will also be discussed.

Creating, Naming & Organizing Folders on Your Computer

- 1 Class session: 1 hour (\$10)

Think of folders on your computer as folders that you used years ago for filing your personal papers (i.e. utility bills, bank statements, etc.) in a metal filing cabinet. In this class you will learn how to do the same thing using your computer.

Frequently Asked Questions about Windows Computers

- 1 Class session: 1^{1/2} hours (\$15)

Biggest challenge for computer users is understanding and using features on today's computers and "Computer Lingo". This course will enlighten you on commonly used computing features and explain some computer language.

NOTE: Classes begin at 10:00 a.m. and 1:00 p.m.
Except Basic computer classes for beginners at 9:00 a.m.

**FULL SCHEDULE OF DATES & TIMES CAN BE OBTAINED AT THE CENTRE
OR ONLINE AT www.parkinsonseniors.com – Computer Lab**

Computer Lab Mission

Through excellence and "innovation in leadership and knowledge", we strive to enhance Senior's learning skills and quality of life, by offering technology through computer programs for their entertainment and enjoyment.

Meeting Senior's needs to keep abreast of changing times to stay in the mainstream of involvement with their families.

Seniors helping seniors – It's never too late to learn

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