

Hamilton SeniorNet Course Schedule – July 2024

Classes are held at the Chartwell Cooperating Church, 126 Comries Road, Chartwell

All classes except the New Members and Workshops cost \$5.

Please pay on-line to 03-1556-0058616-000 with your name in the Reference field and the class in the Particulars field

Date	Time	Session	Contact to book
2 nd July	10:00 – 11:00	OneDrive	Margie Hamilton 027 273 4488
	11:30– 12:30	How to with Laptops, Computers & Apple Mac	Margie Hamilton 027 273 4488
	01:00 – 02:00	Smartphones & Tablets – Apple & Android	Gaye Wicks 854 0644 or 0274 549 723
9 th July	10:00 – 11:00	Working with Photos	Jacqui Stokes
	11:30 – 12:30	Smartphones & Tablets – Apple & Android	Gaye Wicks 854 0644 or 0274 549 723
	01:00 – 02:00	New Members – (Free)	Margie Hamilton 027 273 4488
16 th July	10:00 – 11:00	How to with Laptops, Computers & Apple Mac	Margie Hamilton 027 273 4488
	11:30 – 12:30	Microsoft Excel	Gaye Wicks 854 0644 or 0274 549 723
	11:30 – 12:30	Getting started with Genealogy using Legacy	Colin McCulloch 021 946 133
	01:00 – 02:00	2Factor Authentication	Margie Hamilton 027 273 4488
23 rd July	10:00 – 11:00	WORKSHOP – SeniorHangouts	Gaye Wicks 854 0644 or 0274549723
	11:30 – 12:30	Google Docs	Margie Hamilton 027 273 4488
	01:00 – 02:00	Smartphones & Tablets – Apple & Android	Gaye Wicks 854 0644 or 0274549723
30 th July	10:00 – 11:00	How to with Laptops, Computers & Apple Mac	Margie Hamilton 027 273 4488
	11:30 – 12:30	Managing your Email	Margie Hamilton 027 273 4488
	01:00 – 02:00	Basic Computer Skills	Gaye Wicks 854 0644 or 0274549723

- OneDrive** – 2nd July 10am
OneDrive is a Microsoft cloud storage service that lets you store your personal files in one place, share them with others, and get to them from any device connected to the internet. Come along to find out how to use, or not to use, this app.
- How To – with Laptops** – *Note the different days and times above*
Help with your laptop, computer or Apple Mac. From beginners to more advanced wanting to update skills, email, filing, folders etc. Have you upgraded from Windows 10 to Windows 11 and feel a bit lost? Learn how to make using your computer or laptop easier. You will need to bring along your own device that is fully charged. Please discuss your help requests with the tutor when booking.

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- **How to – with Smartphones and Tablets** - *Note the different days and times above.*
Whether you want to know the basics or something more advanced bring along your smartphone or tablet, either Android or Apple, with your queries and problems. Help with emails or social media, take a screen shot or set up a reminder. If you want to try new apps, please discuss your requests with the tutor when booking.
- **Working with Photos** - 9th July 10am
Get the best out of your photos, how to organise them, move them from your phone to your computer, plus many other tips
- **New Members** – 9th July 1pm - Come along to find out what SeniorNet is all about and meet some of our tutors. This session is free and you are under no obligation to join (but we hope you will 😊). Take the opportunity to talk to us about what you would like to know more about, we would love to be able to help.
- **Microsoft Excel** – 16th July 11:30am - Excel is an electronic spreadsheet program that is used for storing, organizing, and manipulating data. A few of the uses for excel are: calculating, charting, scheduling, various lists, managing your monthly expenses etc.
- **Getting Started with Genealogy using Legacy** – 16th July 11:30am - Legacy Family Tree is genealogy software for Windows that assists family historians in tracking, organizing, printing, and sharing family history.
- **2Factor Authentication** – 16th July 1pm - 2FA adds another level of security to your accounts. This helps to prevent unauthorised users from accessing your sensitive information or secure resources. With standard security methods being extensively used around the internet, it is scary to know how easy it has become for cybercriminals to get their hands on your account's User ID and Password. 2FA helps to make sure that cybercriminals are not able to log in to your account even if they have access to the account's credentials.
- **WORKSHOP – SeniorHangouts** - 23 July 10am – Get the best out of SeniorNet Hangouts. Find out how you can access this great free resource with tutorials and interest groups with interesting videos that are available to SeniorNet members. Use the Forums to get tech help. It's SeniorNet in your pocket and it can be accessed from anywhere, on any device, on any day of the week and it can be active or passive. Join in or just watch – it doesn't matter. Some current tutorials are: Android Devices; Q&A on Apple; Finding Accommodation using the Internet; Using your Smartphone Overseas; CERTNZ Online Security; How to Save Money by getting the best Mobile & Broadband Plan; plus much much more.
- **Google Docs** – 23rd July 11:30am – Do you use Microsoft Word or Microsoft WordPad for creating your documents? Maybe you would like to consider Google Docs. Microsoft Word has been around since 1989 and is the most popular word processing software in the world, however, it does not come free and Microsoft WordPad, which does come free, is no longer being updated and will be removed in a future release of Windows. For the home user maybe Google Docs, which is free, may be a better choice. Come along and see if Google Docs will work for you.
- **Managing your Email** – 30th July 11:30am - Are you getting the most out of your email app? Do you know how to create folders/labels? Do you know how to attach a document or photo? Do you know how to open / save / forward an attachment? Come along and find out the answers to these and other questions you may have.

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- **Basic Computer Skills** – 30th July 1pm - Make your computer your friend. Basic computer terms, global skills that you can use in Microsoft, Google and on the web. Right, left and double clicking your mouse; basic keyboard functions; cut, copy & paste; double or single line spacing; highlighting and formatting text; saving, naming & locating your documents; using the Quick Access toolbar, plus much more. Bring along your questions and your fully charged laptop.