60+ digital literacy

A partnership with Marion County Council on Aging

Registration April 1
Digital Literacy May 3 - June 7
Series = 6 classes. Class size limited to 10
Pick from 10-11:30am or 2-3:30pm

Follow the Yellow Brick Road Series

Lesson 1:   May 3
I Don't Think We're in Kansas Any More
Objective: To introduce the computer and the many reasons to use the technology.
• Vocabulary of computer use
• Reasons to use the computer
• Addressing Anxiety
• Safety Concerns (briefly)
• Using the mouse
Participants will demonstrate mouse use and basic desktop navigation.

Lesson 2:   May 10
There's No Place Like Home
Objective: To understand use of the Home Page and general navigation.
• Navigating vocabulary
• Establishing an e-mail account
• Setting up a password
• Using the mouse to navigate while completing the set-up
Participants will establish and e-mail account with a User Name and Password.

over for rest of series > > >

Lesson 3:   May 17
You've Always Had the Power!
Objective: To combine technology and keyboarding skills through practical application
• Introduce Word
• Write a short letter
• Save and retrieve letter
• Place content in an email and send to instructor
Participants will use keyboard skills and will send an email.

Lesson 4: May 24
Files and Folders and Icons, Oh My
Objective: To introduce saving and organizing documents
• Use Google Icon to access internet
• Open letter from previous lesson
• Save letter in a created subfolder
• Send an email to a friend, loved one, or the instructor
Participants will experience sending and receiving e-mail and accessing the internet.

Followed by:
Series of 2 classes that take an in-depth walk-through of life-relevant situations.
Lesson 5: digital privacy   May 31
Lesson 6: ordering groceries & food   June 7

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Digital Literacy Registration
for full 6-week series May 3 - June 7

(circle one) **10-11:30 am**   or   **2-3:30 pm**

Name_____

Birthday _____
(Applicant must be 60 years or older)

Address_____

City_____ **Zip**_____

Phone _____

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