

# TechAge Class Offerings for 2023

Questions? Visit [roctechage.org](http://roctechage.org), leave a voicemail for TechAge at [585.461.2000](tel:585.461.2000) ext. 463, or send us an email at [techage@jccrochester.org](mailto:techage@jccrochester.org).

## [iPhone/iPad Classes for the Beginner](#)

### **iPhone/iPad – Best New Features in Apple’s Latest Operating System**

What’s New In iOS 17? This **1 lesson** class **DEMOS** the more popular new features and biggest changes that could affect you! Differences between the iPhone and iPad will also be highlighted. Course taught using a device updated to the new operating system. Students are encouraged to update devices but **NOT** required prior to class.

**Prerequisite: Using your iPhone or iPad - Basics or equivalent.**

### **iPhone/iPad – Basics**

**2 lessons. Hands on class.**

Get comfortable using your iPhone or iPad. In this 2 lesson class, you will learn iPhone and iPad basics: understand the physical device, practice several finger gestures, join a wireless network, practice using your Phone app, and much more. After this class you will also be able to update your device’s operating system, monitor how much storage is being used, and backup your device. Course taught using a device updated to Apple’s newest operating system, but applicable to devices on older operating systems.

**Prerequisite: iPhone or iPad**

### **iPhone/iPad – Using the On Screen Keyboard**

**1 lesson. Hands on class.**

Learn all about several hidden features of your device’s on screen keyboard. Speed up your typing by using Apple’s predictive text feature. Learn how to dictate (i.e. “speak”) your written words instead of typing them. This class will also present some simple text editing techniques. Course taught using a device updated to Apple’s newest operating system. Students are encouraged to update their devices to iOS 17.

**Prerequisite: Using your iPhone/iPad - Basics or equivalent.**

### **iPhone/iPad – Get Organized: Contacts**

**1 lesson. Hands on class.**

Learn how to manage contact data. This includes, phone numbers, email addresses, home address, etc. Course includes new features in Apple’s iOS 16 operating system but some of the material is applicable to older operating systems. Students are encouraged to update their devices to iOS 16 or later prior to class.

**Prerequisite: Using your iPhone/iPad - Basics or equivalent.**

### **iPhone/iPad - Manage Your Apps**

**1 lesson. Hands on class.**

Learn how to install and manage apps on your device. This will include using the standard App Store app, rearranging your app icons on Home Screens and Dock, grouping app icons, deleting/offloading apps, and more. Course taught using a device updated to Apple’s newest operating system, but applicable to older operating systems.

**Prerequisite: Using your iPhone/iPad - Basics or equivalent.**

# TechAge Class Offerings for 2023

## **iPhone/iPad – Customize the Look of your Lock and Home Screen**

### **1 lesson. Hands on class.**

Learn how to customize the display of your app icons on your Home Screen for a more decluttered look and easier access. Replace app icons with widgets that provide more useful information. Understand the usefulness of the App Library. **Course includes new Lock Screen features.** Course taught using a device updated to Apple's latest operating system. Students are encouraged to update their devices to iOS 17.

**Prerequisite: Using your iPhone or iPad - Basics or equivalent.**

## **iPhone/iPad – Get Organized: Calendar**

### **1 lesson. Hands on class.**

Learn how maintain a calendar electronically. Add and edit "events", get alerted about upcoming birthdays, and more. Course taught using a device updated to Apple's newest operating system, iOS 15, but applicable to older operating systems. Some "look and feel" differences between the iPhone and iPad will also be addressed.

**Prerequisite: Using your iPhone/iPad - Basics or equivalent.**

## **iPhone/iPad – Understanding the Control Center**

### **1 lesson. Hands on class.**

The Control Center is a quick way to access various controls and tools on your iPhone or iPad. Learn how to access and customize your Control Center for your needs. Course taught using a device updated to Apple's newest operating system but applicable to older operating systems.

**Prerequisite: Using your iPhone or iPad - Basics or equivalent.**

## **iPhone/iPad Classes for More Experienced Users**

### **iPhone/iPad – Texting Using the Messages App**

#### **1 lesson. Hands on class.**

Using the standard Messages App, learn how to text with special effects, insert photos, use emojis and more. You will also learn how to edit text, undo the send of a text, dictate texts, save photos received in text messages, and much more. Course taught using a device updated to Apple's newest operating system, but some features applicable to older operating systems. Students are encouraged to update their devices to iOS 17 prior to class.

**Prerequisite: Using your iPhone or iPad - Basics or equivalent.**

### **iPhone/iPad – More Texting Using the Messages App**

#### **1 lesson. Hands on class.**

Using the standard Messages app, learn more advanced tools including how to copy and forward texts, send/receive audio texts, assign your own photo or emoji to be sent with your texts, create and then use your own Memoji in texts, manage Group messages, and more. Course taught using a device updated to Apple's newest operating system. Students are encouraged to update their devices to iOS 17 prior to class.

**Prerequisite: Using your iPhone or iPad – Texting Using the Messages App or equivalent.**

# TechAge Class Offerings for 2023

## iPhone/iPad – Stay in Touch with Email

### 1 lesson. Hands on class.

“Stay in Touch” with family and friends by using both basic and some advanced email techniques. Using the standard Mail app, learn how to use more advanced text editing techniques, format your email text, insert photos in your emails, block email addresses, set up custom mail folders, easily delete or move multiple emails, and much more. Course taught using a device updated to Apple’s newest operating system but applicable to older operating systems.

***Prerequisite: Using your iPhone or iPad - Basics or equivalent.***

## iPhone/iPad – Surf the Web Using Safari

### 2 lessons. Hands on class.

This course introduces you to many of the features included in Safari, Apple’s standard web browser. Learn how to search for and navigate to websites, manage multiple tabs, bookmarks, and many tips and tricks to improve your browsing experience. Course taught using a device updated to Apple’s latest operating system but applicable to devices on older operating systems released during the last year.

***Prerequisite: Using your iPhone/iPad - Basics or equivalent.***

## iPhone/iPad – Taking Photos & Videos

### 1 lesson. Hands on class.

Using the standard Camera App, learn how to utilize all the many settings and controls to take better photos and videos.

Course taught using a device updated to Apple’s latest operating system but applicable to devices on older operating systems.

***Prerequisite: Using your iPhone/iPad - Basics or equivalent.***

## iPhone/iPad - Organizing Photos & Videos

### 2 lessons. Hands on class.

Using the standard Photos App, learn how to browse your photos/videos in several ways, enter captions, organize them into albums, search for them, and share them with friends and family. Learn how your photos can be organized in multiple ways, e.g. by **person/pet** in the People/Pet Album, by **location** in the Places Album. You will also learn options for storing your images and syncing them across devices. Course includes new features in Apple’s latest operating system (iOS 17) and students are encouraged to update their devices to iOS 17.

***Prerequisite: Using your iPhone or iPad - Basics or equivalent.***

## iPhone/iPad – Advanced Organizing Photos & Videos

### 1 lesson. Hands on class.

Using the standard Photos App, this class introduces you to the various features in the For You view including Memories, Featured Photos and more. You will also learn how to use the new Look Up and Cutout features. In addition, the class further reinforces how to manage your People album. A discussion of Shared Albums and Shared Library are also included. Course taught using a device updated to Apple’s newest operating system. Students are encouraged to update their devices to iOS 17 prior to class.

***Prerequisite: Using your iPhone or iPad – Organizing Photos & Videos or equivalent.***

# TechAge Class Offerings for 2023

## iPhone/iPad – Editing Photos & Videos

### 1 lesson. Demo class.

Would you like to improve your photos and videos? Using the standard Photos App, learn how to edit your photos/videos using Apple's new powerful photo and video editing tools. Course taught using a device updated to Apple's latest operating system but applicable to older operating systems released over last 2 years.

**Prerequisite: Using your iPhone or iPad - Basics or equivalent.**

## iPhone/iPad – Upload your Digital Photos to iCloud

### 1 lesson. Hands on workshop.

Everyone took photos prior to having a smartphone! Those older photos may be stored on our computers in a digital format. This class will teach you how to upload these photos to your iCloud Photo Library so they may be viewed and organized in the standard Photos app for iPhones and iPads. You will also learn how to update the date and location associated with these uploaded photos. Finally, we will review the People album feature and ensure the faces in these uploaded photos can be identified and grouped accurately. Course taught using a device updated to Apple's newest operating system.

**Prerequisite: Using your iPhone or iPad – Organizing Photos & Videos or equivalent. Must bring your own laptop computer to class.**

## iPhone/iPad – Tips & Tricks

### 1 lesson. Hands on class.

This course presents useful “tips & tricks” to help you stay safe and more useful to you. Learn how to communicate your location, keep track of loved ones, set emergency contacts, learn the details of the Weather app, use QR codes and much more. Course includes new features in Apple's latest operating system (iOS 17) and students are encouraged to update their devices to iOS 17.

**Prerequisite: Using your iPhone or iPad - Basics or equivalent.**

## iPhone/iPad – Using Podcasts

### 1 lesson. Hands on class.

Learn how to use the standard Podcasts app to find and play free **audio** programs about science, news, politics, business & finance, entertainment and more. You can also “catch up” on certain shows previously broadcast on TV by listening to “audio only” podcasts of these shows. Course includes new features in Apple's latest operating system (iOS 17) and students are encouraged to update their devices to iOS 17.

**Prerequisite: Using your iPhone or iPad - Basics or equivalent.**

## Borrow Materials from the Monroe County Library System Using Libby

### 1 lesson. Demo class.

This class will show you how to use the Libby app to find, place holds, and borrow digital ebooks, audiobooks and magazines. See how to read or listen to your borrowed materials within the Libby app on your iPad or iPhone. Downloading your ebook to a Kindle device will also be shown. Course taught using a device updated to Apple's newest operating system but applicable to devices on different operating systems. Concepts applicable to other devices.

# TechAge Class Offerings for 2023

## Android Classes

### **Get to Know Your Android Phone or Tablet - The Basics**

**2 lessons. Hybrid class (both hands on and demo).**

Get more comfortable using your Android phone or tablet. Topics include phone/tablet basics, customizing your device's screen, downloading apps, surfing the web, photography, maps and more!

***Prerequisite: Android Phone or Tablet.***

## Computer Classes

### **Get Organized on Your Windows Computer – File Management**

**3 lessons. Hands on class.**

Learn to organize your PC's "electronic filing cabinet", create an efficient filing system and save files and folders so you can find them later. You will also learn how to create, move, search for, delete and protect your files and folders. Course taught with **Windows 10** but applicable to other **Windows** operating systems.

***Prerequisite: Basic Windows computer skills. Must bring your own laptop to class.***

### **Spreadsheets for Beginners Using Microsoft Excel**

**1 lesson. Hands on class.**

Curious about spreadsheets but not ready to dive into a multi lesson class? This 1 lesson class explores the basics of spreadsheets and the many different ways they can be used. After this class you will have enough knowledge to create and use simple spreadsheets.

***Prerequisite: Basic computer skills. Must bring your own laptop running Microsoft Excel to class.***

### **Create Spreadsheets With Microsoft Excel**

**4 lessons. Hands on class.**

Learn the basics of creating simple spreadsheets to organize, calculate and display data. These spreadsheets can be used to create and analyze household budgets, financial portfolios, address lists and endless other practical applications. Skills learned apply to all recent versions of Microsoft Excel. Course taught on a Windows computer, but applicable to any computer.

***Prerequisite: Basic computer skills. Access to Microsoft Excel software. Must bring your own laptop running Microsoft Excel to class.***

# TechAge Class Offerings for 2023

## Other Classes & Presentations

### **Cut the Cable Cord - Stream TV Shows or Movies**

#### **Seminar. No Charge**

**The Best TV is NOT on cable!** Are your friends talking about TV shows you can't find? Do you feel left out? Tired of paying those high prices to the cable company for channels you never use? How do I decide which streaming services to use? This class will present the various types of streaming services and outline the steps to actually "Cut the Cable Cord" or just augment a basic cable plan!

### **Online Safety**

#### **1 lesson. Demo class.**

Hackers want to steal your money and your personal information. In this class, you will learn about the threats on the Internet and in email and learn how to protect yourself. You will have the option to attend the class In Person in the TechAge Room or attend via Zoom in the comfort of your home!

**This is a device independent class.**

***Prerequisite: Internet and email use.***

## Classes Under Development

**iPhone/iPad – Editing Photos & Videos – hands on class**

**Apple Watch – workshop**

**Apple computer classes**