



## FIND INFORMATION ON THE INTERNET

1. Locate internet browser (i.e. Google, Safari, Firefox).
2. Type an inquiry into the search bar and press "Enter" (ex: "What is the nearest restaurant?").
3. Scan the results and tap the link that best suits your needs.



## NOTES

1. Open iPhone or tablet, type in passcode, and locate the Notes App (pictured above).
2. Tap the Notes icon to open the app.
3. Tap the square in the lower right corner to make a new note. 

(Cont'd)



## GMAIL

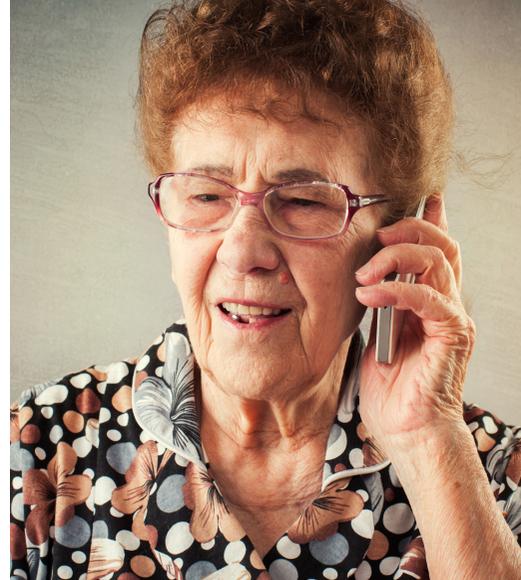
### Email Message

1. Open iPhone or tablet, type in passcode, and locate the Gmail App (pictured above).
2. Tap the Gmail icon to open the app.
3. Tap "Compose" to begin writing an email. 
4. Type in the email address of the person you are messaging where it says "To."
5. Type in your message where it says "Compose email."
6. Tap the arrow in the upper right hand corner to send the email. 



## NOTES CONT'D

4. Type in your information (ex: "Grocery List: eggs, bread, milk").
5. Tap "Done" in the upper right-hand corner to save your note. 



## PHONE CALL

1. Open iPhone or tablet, type in passcode, and locate the Phone App (pictured above).
2. Tap the Phone icon to open the app.
3. Tap "Keypad" and type in a phone number. 
4. Tap the green phone to make the call. 

# TECHNOLOGY FOR SENIORS

A Simplified Guide to Staying Connected to Family and Friends



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# FACETIME

## Video Chat

1. Open iPhone or tablet, type in passcode, and locate the FaceTime App (pictured above).
2. Tap the FaceTime icon to open the app.
3. Tap the plus (+) button in the upper right-hand corner.
4. Type in the phone number or name of the person you are calling.
5. Tap the "Video" icon to make the call.



# ZOOM

## Group Video Chat

### iPhone Steps

1. Open iPhone or tablet, type in passcode, and locate the Zoom App (pictured above).
2. Tap the Zoom icon to open the app.
3. Tap "Join a Meeting"



4. Enter 10-digit Meeting ID in the field that says "Meeting ID."
5. Enter your name in the field that says "Screen Name."
6. Tap "Join" to join the meeting.



### Laptop Steps

1. Open up Laptop, type in passcode, and locate the ZOOM link.
2. Click the link to join the meeting.
3. A message will pop up. Click "join from your browser."
4. Type in your name and click "Join."



# TEXT MESSAGE

## Text Chat

1. Open iPhone or tablet, type in passcode, and locate the iMessage App (pictured above).
2. Tap the iMessage icon to open the app.
3. Tap the icon in the upper right-hand corner to create a new message. 
4. Type in the phone number or name of the person you are messaging where it says "To:"
5. Type your message in the box at the bottom and tap send. 

# MY NOTES

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