

The U3A Apple computer basics course will run again starting in January 2020

What is the course about?

This course covers only **APPLE iPhone & iPad** eg “iDevices”

Excluded are MacBook, iMac and other desktop portable Apple computers

Excluded are Android, Windows computers, and non-Apple pads and phones

Excluded are printers, either connected by cable or AirPrint.

Excluded is any one-to-one support for users personal home configurations, including broadband and router configurations.

The course is not only about gaining confidence & learning about these incredibly powerful devices, but also doing a little socialising and having some fun.

How long is the course?

There are **10 sessions**, each of 2 hours held roughly 2 weeks apart from January to May 2020.

To get the most from the course you should make yourself available to attend every session.

The course will run for 10 weeks from 10:30 to 12:30, roughly the first and last Wednesday of every month, unless otherwise informed.

Any changes to the course timetable will be sent your iDevice prior to course starting.

Course dates from January to May 2020 will be published on the U3A site by the end of December 2019, and are subject to change based on Group Leader's holidays and the majority of groups availability.

What will I learn on the course?

The course is based on the same material and topics covered in first U3A Apple Basics course run during the period September to December 2019. It covers:

- Guidance for the care, maintenance of these “iDevices”, updates to their operating system and application software
- Configuration, setup and use of an Apple ID and iCloud account
- Setup and use of WiFi and Cellular data on these iDevices
- Setup and use of Bluetooth connections including Apple Airdrop, Apple CarPlay and Bluetooth pairing
- Use and configuration of the core Apple applications (Apps) most frequently used by iDevice owners.

Screen gestures Swiping with single and multiple fingers.

Control Centre quick shortcut to many frequently used items.

Safari Apple web browser, book mark.

Contacts an address book and much more.

Calendar an diary system and much more.

iMessage/SMS/MMS message Person to person text messages.

Notes - A place to keep all those random jottings, usually found on scraps of paper, or in the back pages of your diary.

Photos Apples application to view, file, group find, and edit your photos.

Interaction between the core applications.

Excluded is the setup and use of Apple mail or any other mail service.

Excluded is the Apple application called Reminders, or any other third party software.

What is the course format?

Each week there will be a verbal presentation of the principles of the subject, followed by a class hands on exercise.

Don't worry, your fellow students sitting next to you will frequently provide the guidance you might need.

Some weeks, homework will be set for the student to try out what they have learned before moving to the next course subject.

There is usually a short mid-course break for tea/coffee for 15 minutes.

Are there any course Pre requisites:

Really only the basics:

You must be a member of the Tetbury & District U3A.

You should own an iPad or iPhone or both.

You should have an Apple ID and Password (but this can be covered in the course).

You must have an email address.

You should be able to connect to a WiFi hub using a password (if not that can be covered in the course).

You must accept that your email address can be shared throughout the group which is a GDPR requirement for the Group Leader, to communicate to the group by email.

But most of all, you must have the patience to run at the pace as that of the slowest person to learn in the class, and be prepared to help those who are struggling at any time.

Where is the course held and is it free?

The current venue is at the Group Leader's house in Tetbury. There is no charge for this venue. If the response exceeds the Group Leader's seating capacity, then a new venue may have to be found before the first course starts.

This may incur a charge to book the venue in advance for each week, probably around £1 to £2 per week per student per week attendance.

Course notes will only be available in PDF electronic format.

The download link to Dropbox and instructions will be sent out prior to the start of the course, which will also be covered in Week 1.

It is suggested you only print out the material for the forthcoming week , 1-2 sheets per week.

What are the current proposed dates in 2020?

Week number	Proposed date 2020
1	15 January
2	29 January
3	12 February
4	26 February
5	11 March
6	25 March
7	8 April
8	22 April
9	6 May
10	20 May

This dates might change slightly due to conflicts with other U3A events

I know how to use my iPhone/iPad already, is there an advanced user course?

Currently there is no plans / demand for an advanced user course.

If this material sounds too basic, then this is probably not the course for you right now.

In the second half of the 2020 there might be enough interested people from the Sept-Dec 19 and Jan-May 20 courses to form a core group, so watch for any announcement on the TetburyU3A site.