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U3A Apple iPad & iPhone basics course

The current course starting January 2020 class is now fully booked for the venue size.

However you are invited to apply to join the next **U3A Apple iPad & iPhone basics** course that will start again in September 2020 and run for 10 weeks.

What is the course about?

This course covers only **APPLE iPhone & iPad** e.g. "iDevices"

- Excluded are MacBook, iMac & other desktop portable Apple computers
- Excluded are Android, Windows computers, & non-Apple pads & phones
- Excluded are printers, either connected by cable or AirPrint.

This is a **beginner course** is design to meet the follow objectives:

- Improve user confidence in user their device
- Learning how to best to configure their device & each application for their own use
- Learn how best to maintain & when to update their software
- Learn the terminology associated to their device
- Gain an insight to the underlying technology that drives these incredibly powerful devices
- Ultimately, the **course goal** is to provide the tools to allow attendees to become **self-supporting** of their devices & applications
- Also of course, have some fun & do a little socialising

This course does not provide

- Technical support for user problems, though if session time allows & if appropriate to the subject being taught, questions about user issues will try to be resolved.
- One-to-one support for user personal home configurations, including broadband, router, Cellular contracts or printer configurations

How long is the course?

- **10 sessions**, each of 2 hours, held roughly 2 weeks apart from September to November 2020.
- **To get the most from the course you should make yourself available to attend every session.**
- The course will start 10:00 to 12:00, roughly the first & last Wednesday of every month, unless otherwise informed, but specific dates are shown below.
- Any changes to the course timetable will be sent your iDevice prior to course starting.
- The final course dates from September 2020 will be published on the U3A site at the beginning of August
- Provision dates are shown below
- All dates are subject to change

What will I learn on the course?

- Care, maintenance of "iDevices",
- Updates to iDevice operating system & app software.
- Screen gestures Swiping with single & multiple fingers
- Control Centre Quick shortcut to many frequently used items
- Configuration, setup & use of an Apple ID & an iCloud account
- Setup & use of WiFi / Cellular connections & when to use them

Configuration & use of core free Apple applications (Apps)

- Safari Apple's web browser, book mark, & more



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- Contacts Apple's Address book & much more
- Calendar Apple's diary system & much more
- iMessage/SMS message Person to person text messages
- Notes Apple's sticky pad notes taking app
- Reminders Apple's Action/things to do lists
- Books Apple's book & pdf reader
- Photos Apples app to edit view, file your photos.
- Interaction between the core applications
- Bluetooth & Apple apps Airdrop, Apple CarPlay & Bluetooth pairing

Excluded is the setup & 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?

- A verbal presentation about the "topic of the week" principles, followed by a class hands-on exercise.
- Fellow students frequently provide hands-on guidance for other class users
- Some homework is set to try out what has been learned and prep for the next topic
- References will be given related course handbook for students to refer back to later.

Are there any course Pre-requisites?

Not really but you should ideally have these basics:

- You should own an Apple iPad or iPhone or both, (there is a focus on iPads)
- You should have an Apple ID & Password (but this can be covered in the course)
- You must have an email address
- You should be able to connect to a Wi-Fi hub using a password (if not, that can be covered in the course in week 1)
- Attendance to the course means you accept that your email address can be shared throughout the group. This is a GDPR requirement for me, so I may communicate to the group by email
- You must be already be a member of the Tetbury & District U3A

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

Where is the course held & is it free?

The current venue is at my house in 5 Southfield, Tetbury GL88EX

There is no charge for this venue.

If the response exceeds my seating capacity of 11, then an external venue will be used.

Course notes will only available in electronic format, there will be no paper handouts.

You will be able to download the material to your iPad/iPhone and read it on your iDevices or print out the material you need at home. Reference to the particular chapter/pages will be made during the classes.

Instructions about how and where to download material will be sent out prior to the start of the course but will also be covered in Week 1. There is no pre-course reading required.

Q&A

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



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Currently there is no plans / demand for an intermediate 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 2019 & January 2020 beginners' groups to form an Intermediate course, so watch for any announcements on the U3A site.

How to apply to join the course?

- Send email to neil@5southfield.co.uk using **your regular email address**, include your Full Name & address please. Your email address will be used for future correspondence.
- Include your U3A membership number
- Let me know if you have any disability that would require special access to a venue and I will try to accommodate where possible
- Let me know any dates From September to end of November 2020 that you currently definitely know you will not be available to attend; we might be able to giggle the dates to meet everyone's needs.

What happens next?

- I will collate all the responses & try to ensure the majority of people can make the dates shown
- Subject to a maximum class size of 11, I will confirm your place on the course has been reserved by early August at the latest.
- I will confirm the final venue
- I will create a waiting list for anyone who applies late or exceeds the maximum class size
- I will send information on how to download the Course supporting material before the course starts

I look forward to providing an exciting and enlightening few weeks of Apple product education

Neil Cook.

U3A_Computing_Apple_iPad/iPhone Group Leader.