

LACS Basics & Beyond SIG

Internet – email – Basics

■ Meeting Topics

- To Pin or not to Pin? And Creating Shortcuts
- Google Maps / GPS on Smartphones /
- WAZE on Smartphones
- Online Scams and the FTC

■ Break, then 2nd Hour

- Beginner / Novice Q & A, Tips
- Meeting End Topics

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Basics - Power

- Electrical equipment is delicate and needs to be handled with care.
- More is going on than is immediately apparent. Dozens of background programs may be running. Changing the power status can damage hardware and software. If a program is saving something to a hard drive and the power goes off, that data is lost.

Basics – Power - 2

- The entire file or backup may be seriously damaged.
- Be careful, and do not “help” until you learn to handle computers correctly.
- Always close Windows first and let it finish whatever it wants to do – including installing updates – before you turn off power.

To Pin or not to Pin?

- **Pinned Items and shortcuts allow you to:**
 - *Keep often used documents, programs, website links, folders, etc. in an easy to remember and accessible location*
 - *Items can be pinned to:*
 - *Start Menu*
 - *Task Bar (shown below)*



Pinning to the Task Bar



**3 Programs and a Folder
Pinned to Taskbar
(Windows 7)**

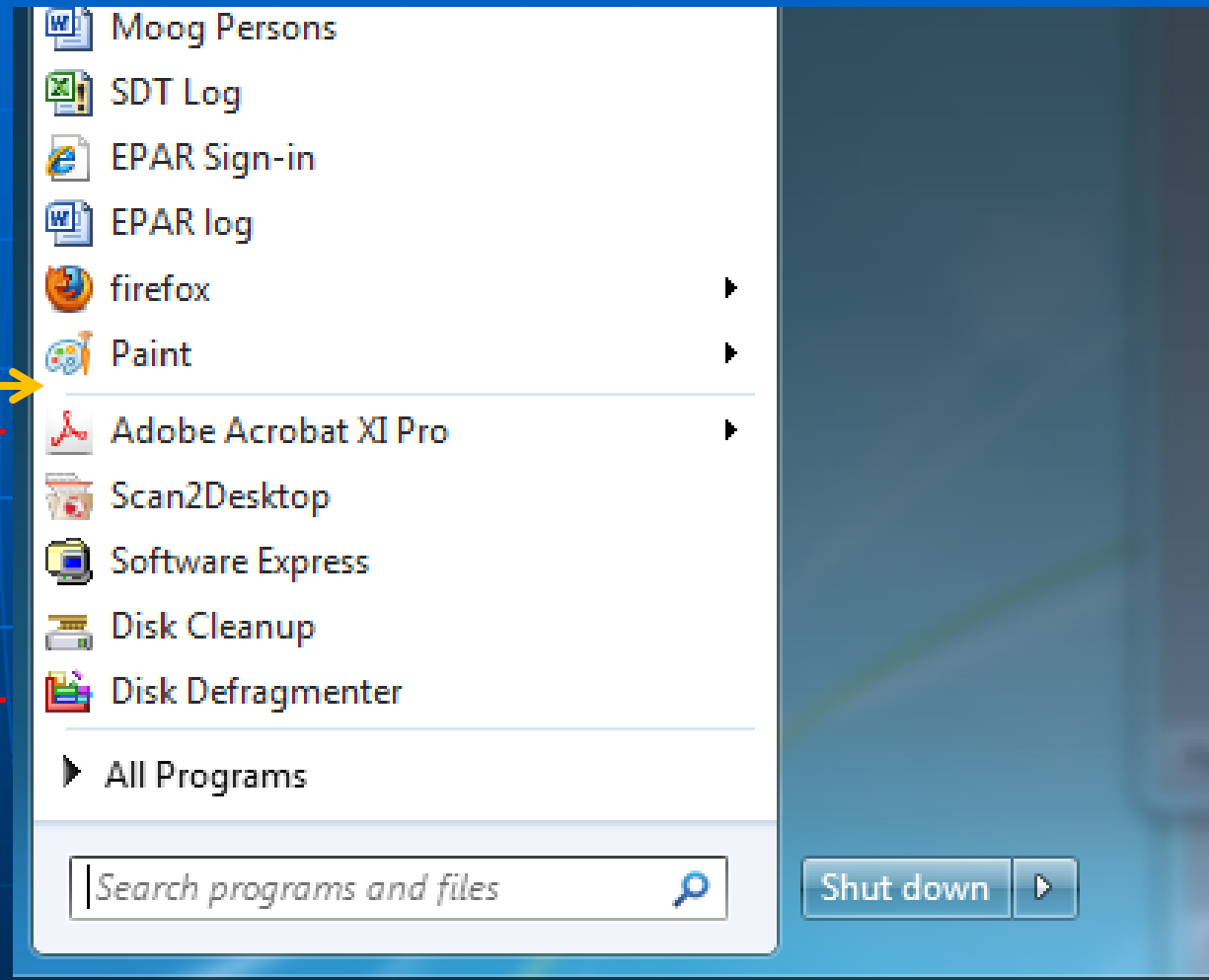
**Are these 3 Programs
Pinned or Not Pinned?**

Pinning Documents, Programs, Folders to Start Menu

4 Documents
+ 2 Programs
Pinned to
Start Menu

Dividing Line
(Barely Visible)

Frequently
used
Programs
(these are
chosen by
Windows 7)



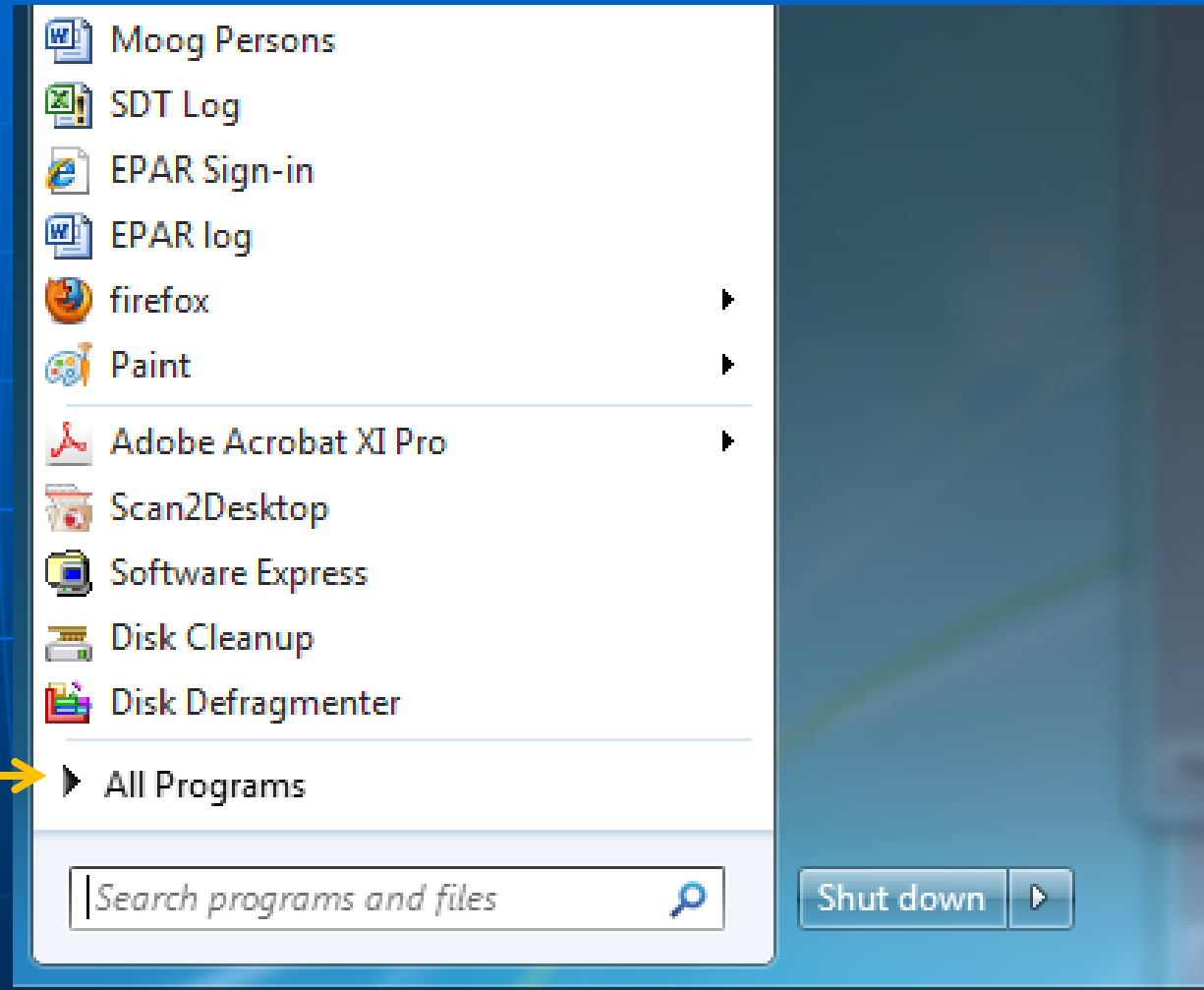
Start Menu (Windows 7)

Pinning Programs to Start Menu

How were these 2 programs pinned to Start Menu?

Answer:

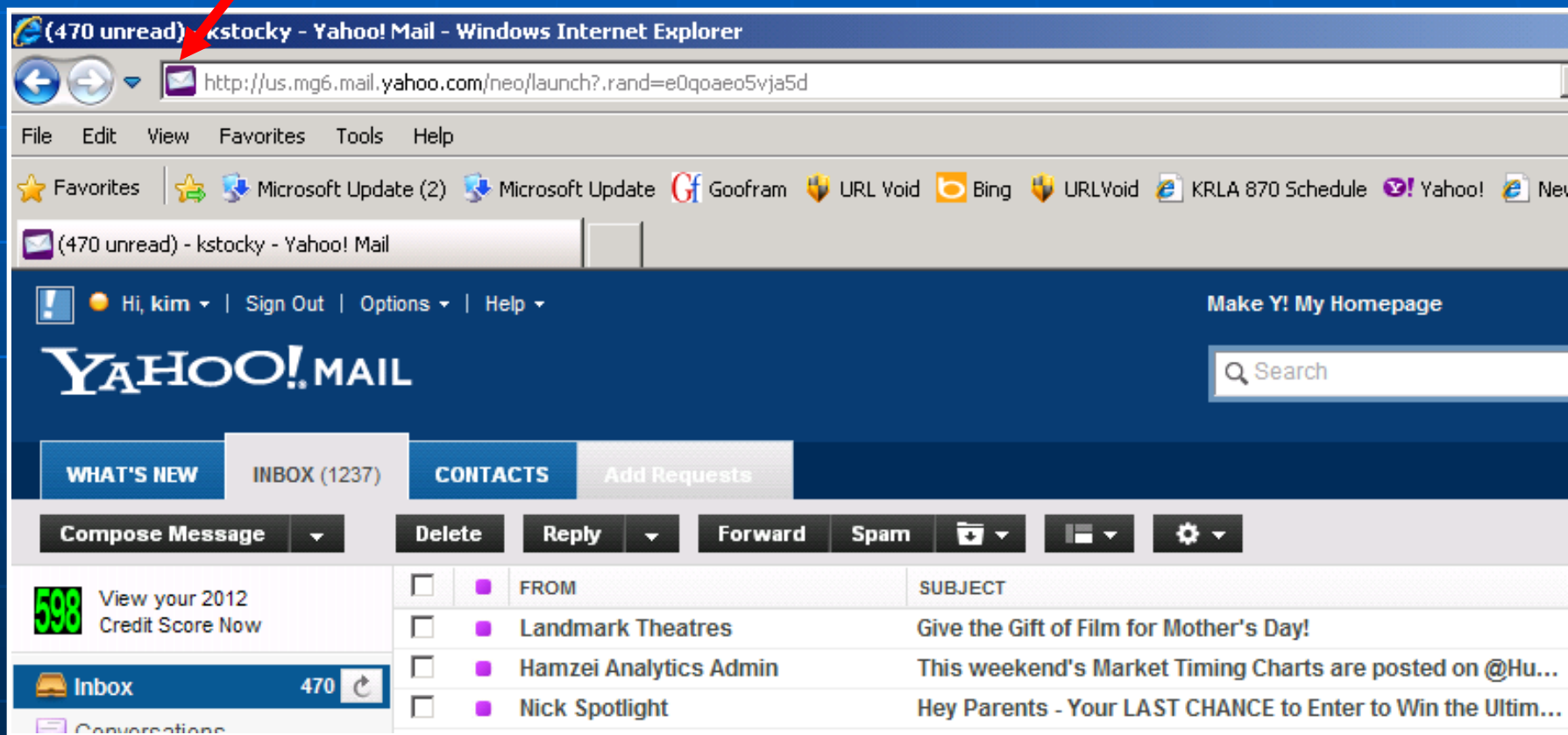
Start Menu > All Programs > R Click on Program > Choose "Pin to Start Menu"



Start Menu (Windows 7)

Create a Desktop Icon to Double Click that takes you to a Website

Icon at Left of Address. Left Click and drag icon to Desktop

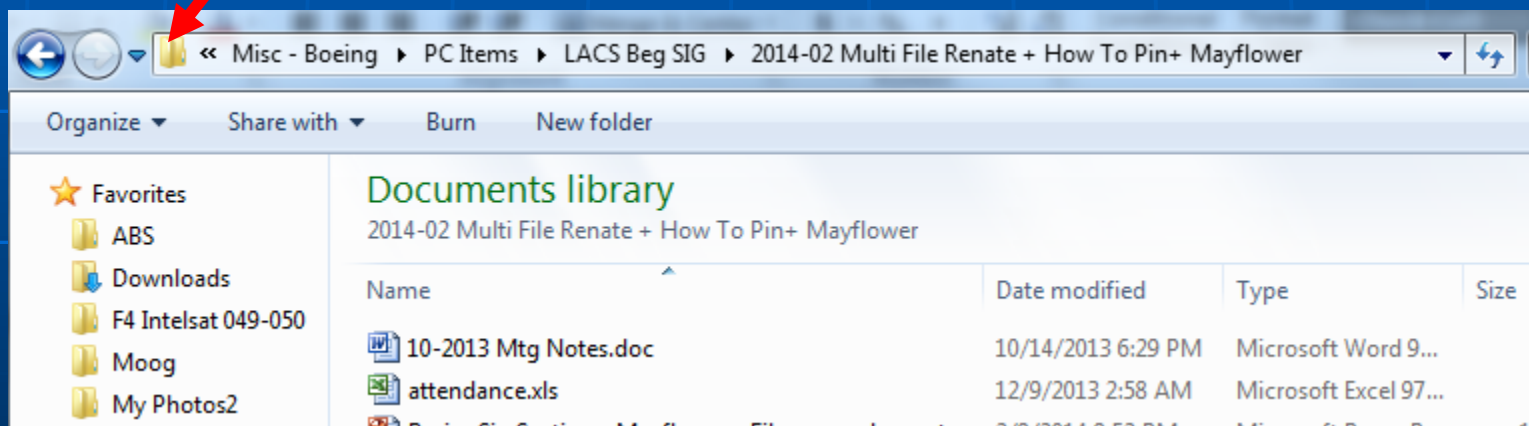


The screenshot shows a Windows Internet Explorer browser window. The address bar contains the URL `http://us.mg6.mail.yahoo.com/neo/launch?.rand=e0qoaeo5vja5d`. A red arrow points from the text box above to the small icon on the left side of the address bar. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The Favorites bar shows several icons, including Microsoft Update, Gofram, URL Void, Bing, and KRLA 870 Schedule. The main content area displays the Yahoo! Mail interface, including a navigation bar with 'WHAT'S NEW', 'INBOX (1237)', 'CONTACTS', and 'Add Requests'. Below the navigation bar is a toolbar with buttons for 'Compose Message', 'Delete', 'Reply', 'Forward', 'Spam', and a settings gear. The email list shows several messages, including one from 'Landmark Theatres' with the subject 'Give the Gift of Film for Mother's Day!'.

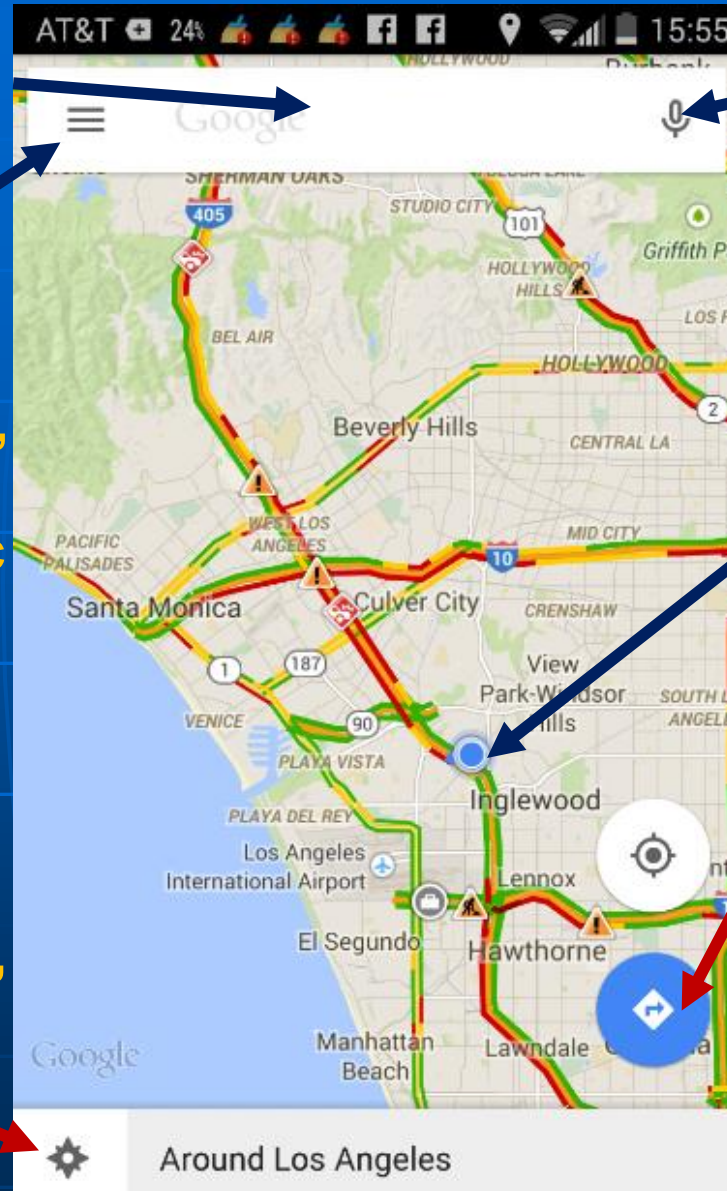
And this also works with....

Create a Desktop Icon to Double Click that takes you to a Folder in Your Computer

**Icon at Left of Folder Address.
Left Click and drag icon to Desktop**



Smartphone Google Maps and GPS



Enter an address to navigate to

Click to enter main menu to access Settings, Help, Tips, Entering Home and Work Locations, etc




Click to "Explore Around You" and Google will suggest nearby restaurants, parks, museums

Click microphone to Enter Voice Commands, such as "Navigate to Home."

Blue dot shows your present location

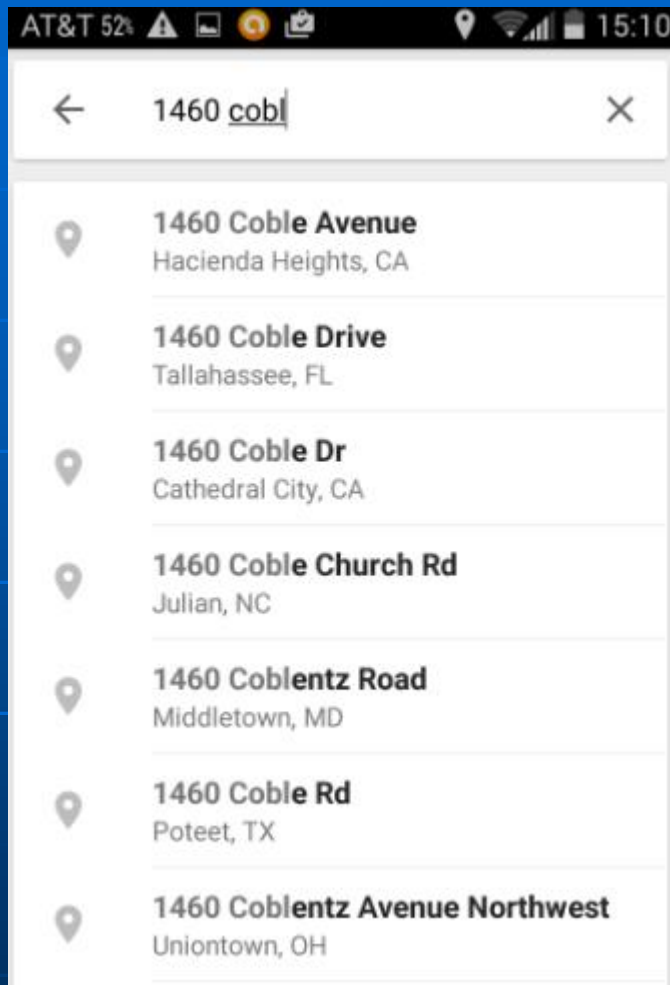
Click to view recent destinations navigated to.

Traffic Colors:

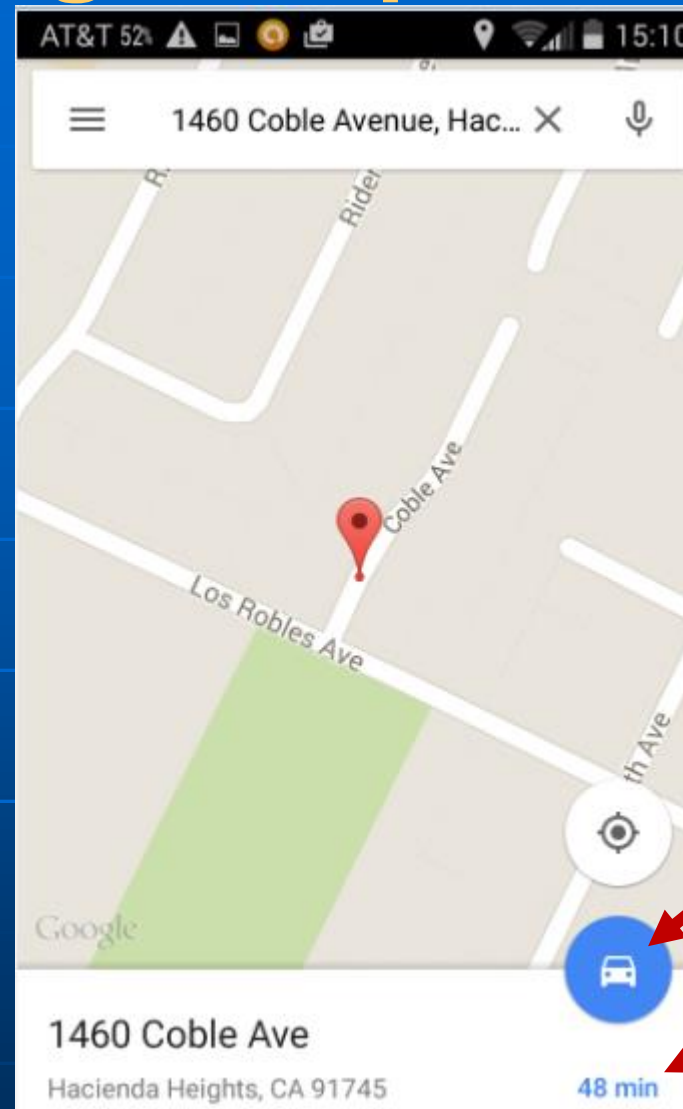
-  **Fast**
-  **Medium**
-  **Slow**

Google Maps Logon Screen

Smartphone Google Maps and GPS



As you type an address, Google will guess the full address

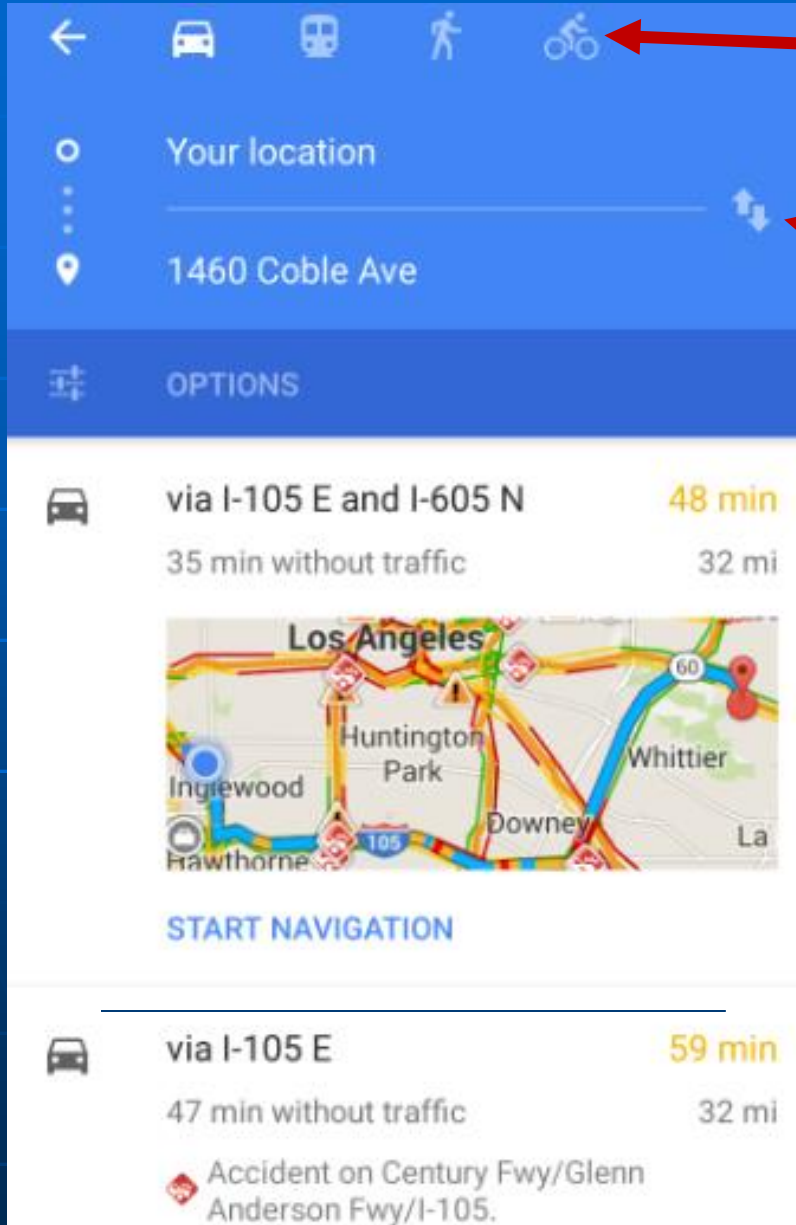


Click Blue button to start navigation

ETA

Choose the address you want, and Google shows map location and estimated time arrival (ETA).

Smartphone Google Maps and GPS

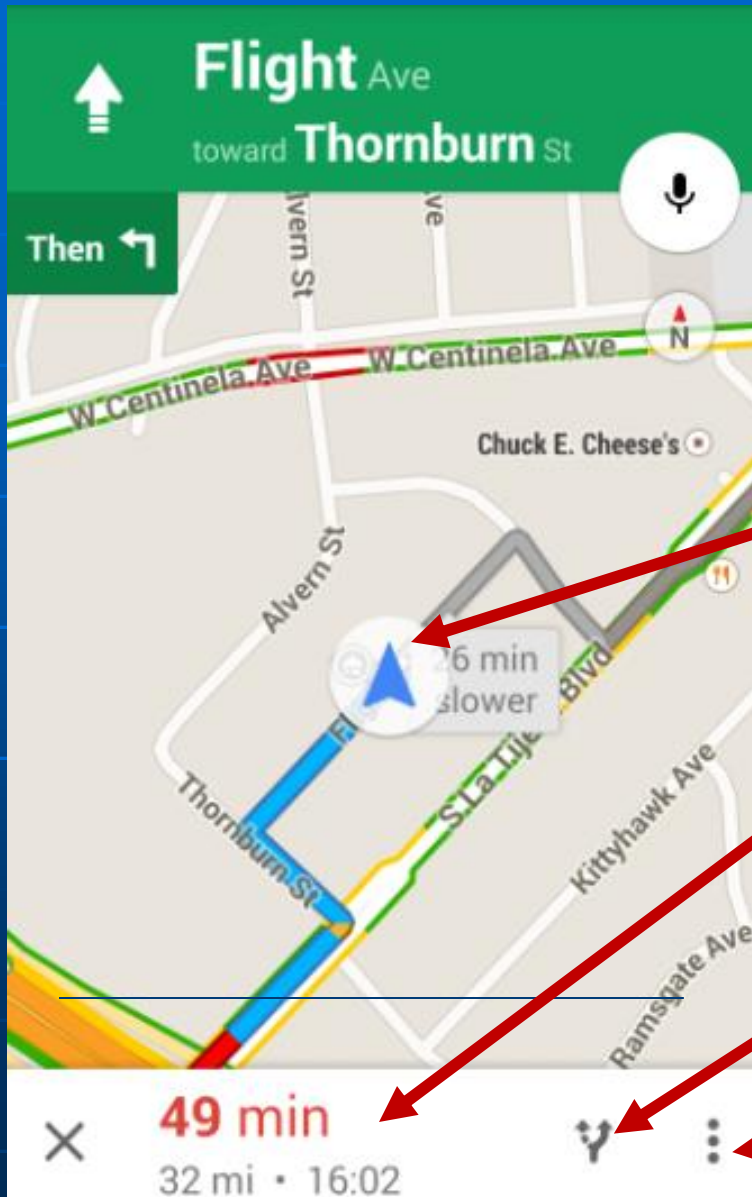


Click icons to navigate by car (default), public transportation, walking, or bicycle

Click arrows to navigate in reverse direction

Two routing options shown, one is 48 minutes under present traffic conditions, the other 59 minutes. Choose the 48 minute option....

Smartphone Google Maps and GPS



After selecting your route option, the blue lines will show your route direction from present location. Verbal directions also begin.

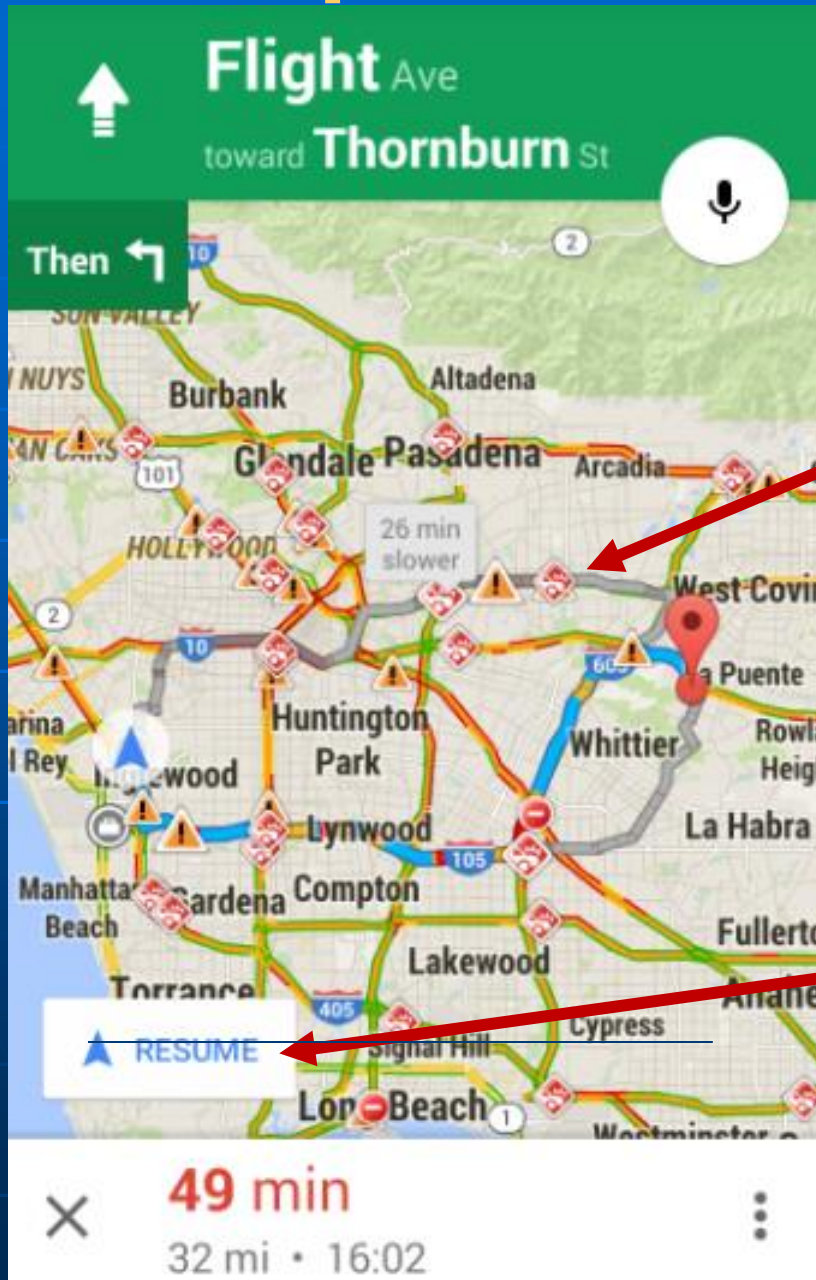
Present Location

49 minute trip duration based on present traffic, ETA 16:02 p.m.

Click to choose a different routing option...

Click for menu to silence voice directions or get to Settings

Smartphone Google Maps and GPS



Showing different routing options

The route shown by the gray line is shorter; however based on present traffic conditions, is 26 minutes slower.

If you press the gray line, Google will re-route you on that route.

Click "Resume" to return to your original route

Smartphone Google Maps and GPS

- Support:
 - Google Maps overview online:
 - <https://support.google.com/gmm/answer/3131595?hl=en>
 - YouTube Introduction video by Google
 - <https://www.youtube.com/watch?v=mUR08cdIhTQ>
 - In Google Search enter “using google maps on android”

WAZE

- Purpose – Traffic Navigation & Tips
- Price – Free at App Store Including Windows for their cell phones.
- Website: www.waze.com
- Your smartphone needs to be GPS locatable (a setting) and you turn it on and input your destination. Then it runs while you drive.


Online Government Scams

FEDERAL TRADE COMMISSION ESPAÑOL

CONSUMER INFORMATION

Search

MONEY & CREDIT HOMES & MORTGAGES HEALTH & FITNESS JOBS & MAKING MONEY PRIVACY & IDENTITY BLOG VIDEO & MEDIA



Hijacked Computer?
WHAT TO DO

WATCH THE VIDEO →

SCAM ALERTS

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New on the Blog

- Stand up to fake debt collectors
- A scammer by any other name is still a scammer
- Spring into action with Financial Literacy Month
- Money back guarantee hid another fee

More >

Take Action

- File a Consumer Complaint
- Register for Do Not Call
- Report Identity Theft
- Get Your Free Credit Report
- Order Free Resources

JUST FOR YOU...

- Looking for a Refund?
- Older Adults
- Consumer Advocates
- Military Families

More >

U.S. Federal Trade Commission (FTC) Website
(www.consumer.ftc.gov)

Click "Scam Alerts"

FTC Scam Alerts



SCAM ALERTS

what to know and do about scams in the news

Crooks use clever schemes to defraud millions of people every year. They often combine sophisticated technology with age-old tricks to get people to send money or give out personal information. They add new twists to old schemes and pressure people to make important decisions on the spot. One thing that never changes: they follow the headlines — and the money.

Stay a step ahead with the latest info and practical tips from the nation's consumer protection agency. Browse FTC scam alerts by topic or by most recent.

Most Recent Scam Alerts

Stand up to fake debt collectors

April 10, 2015

Unlocking the code

April 3, 2015

The FTC didn't send that sweepstakes letter

April 2, 2015

Scammers play name game and get caught

March 27, 2015

An invoice today gets the doctor to pay



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