

Thursdays: Blacks Harbour (10am-12:30pm)

July							August						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1				1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30	31		
30	31												
9:○	16:○	23:●	30:○				7:○	14:○	21:●	29:○			

Week	Date	(Eight-Week) Lesson Plan
One	July 6th	Computer Basics: Learn about the different types of devices and operating systems; purchase with confidence; understand computer performance and how to create recovery media.
Two	July 13th	Browsers and Browsing: Become familiar with your browser as well as Google Chrome: understand features and settings to change your homepage, bookmark websites and create folders on the bookmarks bar.
Three	July 20th	Email: Learn the basics of internet email programs and how to send pictures and documents; Create a group email and add to contacts. Learn to export and import contacts in Google Mail. Recover emails from trash.
Four	July 27th	Social Networks: Learn about the types of social network sites and decide which ones you want to use. Learn to video call friends in Facebook or using other programs such as Skype, Hangouts and Facetime.
Five	August 3rd	Security and Safety: Learn how to recognize phishing scams, malware and other threats to security and privacy. Learn about online accounts and creating strong passwords and how to save them; change privacy settings and notifications in Facebook.
Six	August 10th	Online Shopping: Learn how to shop online safely; create a Paypal account and set up online banking. Learn about risk assessment when doing business on line, including eBay, Amazon and Kijiji. Learn about shopping for books, music and movies and online subscription-based software.
Seven	August 17th	Working in the Cloud: Learn what does it mean to be "in the cloud" and what the advantages and disadvantages are. Learn about syncing your settings across devices and backing up your photos and images. Learn to use Google Drive to upload files and folders.
Eight	August 24th	Google Drive: Learn the basics of creating a document, spreadsheet or slide presentation using Google Drive and collaborate and Share your work with others; great for projects and work-related activities.