



Healthy Ageing Program **Skylarkers** *Inala's place for people over 50*

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Information for computer students.

We at Skylarkers hope you enjoy your journey into the world of computers. This information is to help you get the best out of the lessons and to allow us to give good service to our students.

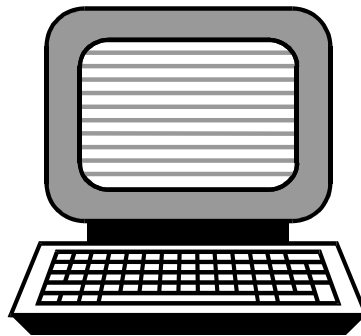
Our Tutors

All our tutors are volunteers. They are all busy people who give their time because they want to help older people use technology. We do not pay them. Some even take time out of paid work or their business to tutor at our centre.

Our tutors are not authorised to visit your home or to sell services or equipment to you, as this could create a conflict of interest.

Tutors are not here to provide information about purchasing computers or to solve your hardware problems. You may discuss issues with them, but you need to understand that, when talking to tutors about hardware you are getting a personal opinion, and you should seek advice elsewhere before you

take action. The centre takes no responsibility for decisions you may choose to make.



Our Lessons

Our lessons are basic computer lessons and not designed to make you an expert user or to prepare you to use a computer in the workforce. After some initial lessons you may find that you need to go to an accredited training facility if you need this high level of proficiency.

Our lessons are designed to allow older people to use their computers for

communicating with family and friends, surfing the internet, creating documents you wish to produce and exploring hobbies and interests that a computer can make possible.

Not all tutors have the same level of knowledge so they may hand you over to another tutor with skills in a particular area.

Our Computers

At the moment all have computers that are available for lessons have Windows XP on them. You may bring your own computer for your lessons if you wish.

Our Computer Disk:

There is a disk available to help you learn more about the computer by yourself. The cost is \$5.

More information for computer students.

Your responsibilities.

Appointment times: *If you cannot make an appointment please ring as soon as possible so we can either reschedule another student in the spot or inform the tutor they won't be needed at that time. If you miss more than one lesson without informing us you will move to the bottom of the waiting list.*

Do it for yourself: You will only learn if you do things for yourself. Expect that the tutor will encourage you to try things for yourself. Learning to use the mouse and keyboard is hard at first, but the more you do it the easier it is.

Practice: The tutor will expect you to practice what you have learnt between lessons. If you don't have access to a computer talk to Margaret about practicing on the centre computers.

Enjoy yourself: These lessons are meant to be fun and not stressful. If you are finding the lessons too demanding ask the tutor to slow down or go over things again. We all learn at our own rate and the tutors understand that.

Some of the ways computers can make life more interesting.



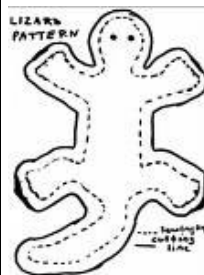
Keeping contact with family and friends: Using email, messenger programs, or voice chat like Skype.

Recording your own life story: Using a word processing program, using photos or even video programs.



Taking up new interests: Surfing the internet, learning new games, having your say in government consultations.

Playing games: Doing crosswords, sudoku, cards, or playing online games.



Craft: Making your own greeting cards, looking for patterns for cross-stitch, recipes.

You are bound to hear about more ideas in the centre.

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SkyLarkers