



The Peoria Area SeniorNet Learning Center provides adults age 50 and older the opportunity to enhance their knowledge by offering a wide range of classes/seminars for computers, smart phones, tablets and other subjects.

SeniorNet 2018 Spring Classes/Seminars

Classes/Seminars begin: Week of April 2, 2018

Open House for New Students: Saturday, March 17, 2018

First Baptist Church Hall, Time: 9 AM to 10 AM

Walk-In 2018 Spring Class/Seminar Registration Follows at 10 AM to 12 Noon

First Baptist Church Hall

Facts for Spring Classes/Seminars:

- SeniorNet Membership is required for enrollment for all classes/seminars. If not currently a member, and you are mailing in your registration, please *enclose* a check or money order payable to “SeniorNet” for the first year’s dues of \$44 for a single person or \$72 for a couple. **(Credit or Debit Cards are NOT accepted)**
- Please refer to the Spring Class/Seminar Schedule and Class Descriptions for dates, times, course content and prerequisites, then complete your enrollment form.
- Enrollment is based primarily on meeting the prerequisites and the date your registration is received by Peoria Area SeniorNet. The student **MUST possess a home computer and/or device** as described in the Course Descriptions.
- ***You will be mailed an enrollment confirmation letter for class(es) approved by March 22. A class/seminar materials fee, as listed in the Class Descriptions Section, will be collected on the first day of each class.***
- To find out more about the benefits of becoming a member of SeniorNet, please log-on at www.PeoriaAreaSeniorNet.org or call us at 1-800-457-1089 and leave a message. A Peoria Area SeniorNet representative will return your call.
- Classes/Seminars are conducted in the Media Center at the First Baptist Church, 411 West Lake Avenue, Peoria, Illinois. A Map is enclosed and Parking is Free!
- **Several classes are scheduled to begin a week earlier as noted in the enclosed Class/Seminar Schedule and Class Descriptions Section.**

Peoria Area SeniorNet is Sponsored by Illinois Eye Center and First Baptist Church



Class Descriptions

{A1} Digital Travel Planning Seminar (2-Hour Session) UPDATED

Welcome to using Technology for Planning Travel including the many NEW opportunities not previously available to the individual Traveler. You will be introduced to Finding Online Popular Travel Tools, Websites, and Mobil Apps to Find and Book the Best Airlines, Ground Transportation and Accommodations. Discover and review all-inclusive Vacations Packages, the value of Mobil Apps, online travel discounts and Travel Insurance and much more!! The materials fee is \$3.

{A2} Digital Entertainment for seniors (2-Hour Session) NEW

Be introduced to the expanding 21st Century World of Digital Entertainment. These include Watching TV on your Devices, On-Demand Movies, Streaming Video with YouTube, Evolution of Radio. Digital music has replaced records, tapes and CD's, Explore Games and Interactive Entertainment. The new norm is Digital Newspapers and Magazines, eBooks and Audiobooks and much more. The materials fee is \$3.

{A3} Mail Merge Projects (2-Hour Session) NEW

Learn how to create labels from a list of names using Mail Merge *Wizard*. You will learn the method of printing addresses directly on to envelopes. In addition, we will show you how to merge a name into a letter. The materials fee is \$3.

{A4} Introduction to Cloud Computing Seminar (2-Hour Session)

Learn how to use the free Cloud services offered by Google, Microsoft and others. This seminar will cover the basic concepts of cloud computing and how it can be used for data backup, photo sharing, document editing and much more. The materials fee is \$3.

{A5} Learn What Constitutes a Good Photograph and How to Use Photo Composition to Improve your Photo Quality (2-Hour Session)

Do you want all those pictures you take for family events, vacations and trips to look great?? Whether you are taking photos with your iPhone, iPad, or Digital Camera this Seminar is for you! The materials fee is \$3.

{A6} Working with Attachments (2-Hour Session)

Learn how to create, search and find attachments; i.e., documents, pictures, videos, etc. Then practice how to select the item(s) to be attached to an email, text message, etc., and finally, how to send to recipient(s) of your choosing. The materials fee is \$3.

{B} Introduction to Scanners (Four-Week Course)

Prerequisite: Basic Computer Skills and a home-based copier with scanning capabilities. Learn how to scan pictures and send them via the Internet (email) as well as how to scan a picture(s) for printing. Additional areas of interest will be picture cropping, scanning documents that are not pictures and much more. There materials fee is \$3.

{C} Computer Fundamentals for Beginners (Six-Week Course) CLASS begins March 28th

Prerequisite: Either possesses a home computer or access to one.

This course will introduce the student to the functions of the mouse and keyboard of the computer through practice via various exercises. The student will also be introduced to the basics of the operating system of Windows 10 and two common programs. The materials fee is \$6.

{D1} Smarthomes for Seniors (2-Hour Session) NEW

An introduction to automation of your home systems including Lighting, Heating/Cooling, Security, Kitchen/Laundry, and communicating with these systems via Smart Devices which will make your life easier and should reduce your systems operating costs. The materials fee is \$3.

{D2} Avoiding Scams and Fraud (2-Hour Session) NEW

This Session will be conducted by a representative of the Police/Law Enforcement Community who will discuss the various forms of currently employed Scams or Fraud produced and directed primarily at Seniors The intent is to deceive Seniors into parting with money and or property. There is no fee for this seminar.

{D3} IEC Seminar (1 1/2-Hour Session) NEW – Age-related Macular Degeneration (AMD)

Dr. Thomas Wyman will lead a seminar in discussing the recognition of this slowly developing vision loss, the risk factors and the treatment options. There is no fee for this Seminar!!!

******This seminar will be held at the Illinois Eye Center – 8921 N. Wood Sage Road, Peoria, IL 61615***

{D4} Healthcare Technology for Seniors (2- Hour Session) NEW

Learn to use your computer, smartphone and other devices to manage your health and get assistance as necessary. Understand the difference between a fitness tracker and a smartwatch to enable you to select the best equipment to meet your fitness goals. There will be an overview of online Applications from which you can choose to manage heart health, diabetes, obesity and other chronic conditions is included. The materials fee is \$3.

{D5} Secrets of the Keyboard (2-Hour Session) NEW

Windows is designed so that almost all functions can be accomplished with the keyboard or, with the mouse. Many people do not understand or appreciate the capabilities of the keyboard. For a good typist, many functions are faster and easier with the keyboard than the mouse. If you have trouble accurately positioning the mouse, you can often position easily and accurately with the keyboard. This session will illustrate many of the uses of the keyboard. The materials fee is \$3.

{D6} IEC Seminar (1 ½ -Hour Session) NEW – Cataracts

Dr. Yannis Kolettis will lead a seminar in discussing the importance of early recognition of the symptoms and what is involved in the need for and timing of cataract surgery. There is no fee for this Seminar!!!

******This seminar will be held at the Illinois Eye Center – 8921 N. Wood Sage Road, Peoria, IL 61615***

{E} Windows 10 Basics (Three-Week Course) UPDATED

Prerequisite: A computer with the Windows 10 Operating System and possess good computer skills. You will learn how to use and personalize the Start Menu and its many options for display. Additionally, you will learn the features of the “Desktop”. Learn how to incorporate short cuts to quickly find and view the various “Built-in” and downloaded “Applications”. Learn how to “Pin” Apps, Websites and Files to the Start Menu and Desktop for easy access. The materials fee is \$5.

{F} Windows 10 Advanced Subjects (Three-Week Course) UPDATED

Prerequisite: A computer with the Windows 10 and possess good computer skills. You will learn a number of advanced topics including the use of the File Explorer to create and manage files and folders for your documents and photos. We will show how to download photos from your smartphone and edit them with the excellent Windows 10 editing software. Also, we will explore the internet to discover free applications to make your life more enjoyable and economical including newly produced Smart apps for travel, health and your home. The materials fee is \$5.

{G} Microsoft Word (Five-Week Course) NEW

Prerequisite: Access to a computer with Microsoft Office 2013 or an earlier version. A basic knowledge of Microsoft Office tools.

Students will become familiar with the Word window including the *ribbon*. Functions to be covered include how to process letters, stories, reports, newsletters and other documents. Editing text, checking for spelling errors and how to insert pictures into a document will be covered. Some advanced features such as find and replace, Word Art and screen shots will be included in the course. The materials fee is \$5.

{H} Computer Maintenance/Security (Three-Week Course) UPDATED - CLASS Begins March 26th

Prerequisite: Possess a home or laptop computer.

Learn routine maintenance tasks which will keep your computer(s) running properly; how to fix slowdowns, freezes, and other glitches; plus, how to install and maintain software to protect against viruses, spyware and identity theft. Additionally, other up-to-date measures to further preserve and protect the integrity of many personal electronic devices will be covered. The materials fee is \$ 5.

{L} E-Mail Orientation (Five-Week Course) UPDATED

Prerequisite: An active E-Mail Account* and the instructor's permission.

This course is designed to explain many e-mail options and help you become comfortable and familiar sending and receiving E-mail messages. Covered topics will include sending and receiving email, replying, forwarding, editing, deleting, using contact and address lists, e-mail files, security and using fonts to enhance the appearance of your e-mail. * **ALL STUDENTS MUST BRING THEIR E-MAIL ID AND PASSWORD TO THE FIRST CLASS.** If you do not have *an email account* the instructor will meet with you prior to the first day of the class to set up a free Yahoo account. The materials fee is \$5.

{P} eBay Buying and Selling – (Five Week Course) UPDATED – CLASS begins March 27th

Prerequisite: Good computer skills with experience in using the Internet.

This course will begin with setting up your personal eBay account. Next, the instructor will provide suggestions including “Search techniques”, “Buying on eBay”, and “Payment methods on eBay “and Researching market values for actual selling on eBay. You will learn to display your item(s) in their best light as well as to determine whether or not you should try to sell a specific item. We will also discuss timing in regard to selling certain items. You will construct and follow listings during class. We will provide some hints, Do's and Don'ts regarding how best to work within eBay. The materials fee is \$5.00

{Q} Facebook – Social Networking (Three-Week Course) – CLASS begins March 29th

Prerequisite: A good knowledge of computer operations.

We will introduce the student to Facebook used worldwide in communications between extended family and friends. Students will be shown how to create and structure their Facebook profile. Students will also be shown how to set Facebook privacy options; find friends; post status messages; upload photos; and, read and respond to friends and family postings. The materials fee is \$5. **IMPORTANT: if you do not currently have a Facebook account, the instructor will arrange to meet with you to set up the account.**

{R} Microsoft Excel 2013 Beginner (Five-Week Course)

Prerequisite: Access to a computer with Microsoft Office 2013 or an earlier version. A basic knowledge of Microsoft office tools.

This course will introduce the student in the use of spreadsheets. Skills to be covered to include a review of the ribbon used in Excel; how to create a spreadsheet; how to identify the address of a cell; how to

build a formula from scratch; use of developed formulas and format cells; and create a chart. Use of spreadsheets to manage textual information such as lists or databases will also be covered. The materials fee is \$5.

{W} Apple iPhone and Camera (Four-Week Course) UPDATED

Prerequisite: *Possess* an Apple iPhone.

This class will cover many of the up-to date features of the iPhone 6, 6s, 6 Plus, 6s Plus, 7, 8 and 10. The course will cover the external and internal iPhone features including managing home screens, creating and using contacts, setting screen aspects including wallpaper, sounds and notifications. Additionally, we will send and receive Emails, Texts and iMessages. We will introduce functions and applications of the iCamera. The material fee is \$5.

{X} Android Phones/Camera (Three-Week Course) UPDATED – Class begins March 27th

Prerequisite: *Possess* an Android Smartphone or Tablet.

Learn the latest in the operation of the Android Smartphone. The Phone contains apps (applications) and provides Internet access. This course will cover navigating, settings, managing and using phone calls, texting, contacts, voice mail, apps, music, and the Internet. There is an extensive variety of free applications available for almost every interest. This course will also cover the Camera and its operation. The materials fee \$5.

2018 Spring Class and Seminar Schedule							
Walk-In Registration is on Saturday, March 17th from 10 AM to 12 Noon in the First Baptist Church Hall							
Class	Title	Location	Time	Instructor	Day	# Wks	Start Date
A1	Digital Travel -UPDATED	First Baptist Church	10:30 AM to 12:30 PM	Dunkin/Staff	Wednesday	1	April 4th
A2	Digital Entertainment for Seniors	First Baptist Church	10:30 AM to 12:30 PM	Dunkin/Staff	Wednesday	1	April 11th
A3	Mail Merge Projects - NEW	First Baptist Church	10:30 AM to 12:30 PM	Lowther	Wednesday	1	April 18th
A4	Cloud Computing	First Baptist Church	1:00 PM to 3:00 PM	Bliss	Wednesday	1	April 4th
A5	Keys to Good Photography	First Baptist Church	1:00 PM to 3:00 PM	Orrison	Wednesday	1	April 11th
A6	Working with Attachments	First Baptist Church	1:00 PM to 3:00 PM	Dunkin/Ziemba	Wednesday	1	April 18th
B	Introduction to Scanners	First Baptist Church	8:30 AM to 10:00 AM	Ziemba	Wednesday	4	April 4th
C	Computer Fund. for Beginners -UPDATED	First Baptist Church	3:30 PM to 5:00 PM	Lowther/Green	Wednesday	6	March 28th**
D1	Smartphones for Seniors - NEW	First Baptist Church	1:00 PM to 3:00 PM	Dunkin/Staff	Thursday	1	April 5th
D2	Scams and Fraud -NEW	First Baptist Church	10:30 AM to 12:30 PM	Peoria Police Department	Thursday	1	April 12th
D3	IEC Seminar - Age-related Macular Degeneration	Illinois Eye Center	10:30 AM to 12:00 PM	Thomas Wyman, M.D.	Thursday	1	April 19th
D4	Health Care Technology for Seniors - NEW	First Baptist Church	10:30 AM to 12:30 PM	Bussman	Thursday	1	April 5th
D5	Secrets to the Computer Keyboard - NEW	First Baptist Church	1:00 PM to 3:00 PM	Ziemba	Thursday	1	April 12th
D6	IEC Seminar - Cataracts	Illinois Eye Center	1:00 PM to 2:30 PM	Yannis Kolettis, M.D.	Thursday	1	April 19th
E	Windows 10 Basics - UPDATED	First Baptist Church	8:30 AM to 10:00 AM	Dunkin/Staff	Monday	3	April 2nd
F	Windows 10 Advanced - UPDATED	First Baptist Church	8:30 AM to 10:00 AM	Dunkin/Staff	Monday	3	April 23rd
G	Microsoft Word - NEW	First Baptist Church	10:30 AM to 12:00 PM	Bussman/Lowther	Monday	5	April 2nd
H	Computer Maintenance/Security - UPDATED	First Baptist Church	3:00 PM to 5:00 PM	Bliss/Lowther	Monday	3	March 26th**
L	E-Mail Orientation - UPDATED	First Baptist Church	8:30 AM to 10:00 AM	Knott	Tuesday	5	April 3rd
P	eBay Buying/Selling - UPDATED	First Baptist Church	10:30 AM to 12 Noon	Braun/Ziemba	Tuesday*	7	March 27th**
Q	Facebook - Social Networking	First Baptist Church	3:30 PM to 5:30 PM	Bliss/Staff	Thursday	3	March 29th**
R	Microsoft Excel 2013 Beginner	First Baptist Church	1:00 PM to 2:30 PM	Bussman/Staff	Tuesday	5	April 3rd
W	Apple iPhone & Camera - UPDATED	First Baptist Church	1:00 PM to 2:30 PM	Dunkin/Staff	Monday	4	April 2nd
X	Android Phones & Camera - UPDATED	First Baptist Church	3:00 PM to 5:00 PM	Bliss/Staff	Tuesday	3	March 27th
Z	Open Lab	First Baptist Church	8:30 AM to 10:00 AM	All Staff	Thursday	3	April 5th***
* Besides the normal class time of 10:30 AM on Tuesday's, eBay will have an additional class on Friday, Mar 30 and April 6 @ 10:30 AM							
** Due to the number of sessions, this class will begin a week prior to the official beginning of the Spring Class Session.							
*** No Lab on April 19th							

SeniorNet and Illinois Eye Center
Present the Following Educational Seminars
Illinois Eye Center - Conference Room
8921 N. Wood Sage Road
Peoria, IL 61615
Thursday, April 19, 2018

Time: 10:30 AM to 12 Noon

D3 – Age-related Macular Degeneration

Presenter: Dr. Thomas Wyman

Seminar will cover the recognition of this slowly developing vision loss, risk factors and treatment options.

Time 12:15 PM to 12:45 PM

Refreshments will be served in the Conference Room

Time: 1:00 PM to 2:30 PM

D6 – Cataracts

Presenter: Dr. Yannis Kolettis

Seminar will cover the importance of early recognition and the need for and timing of Cataract Surgery for Seniors.

Space is LIMITED so sign up for one or both of these Seminars
Select D3 and/or D6 and submit your Registration Form TODAY



SeniorNet 2018 Spring Class/Seminar Registration Form

Priority # _____

Name _____

(Please print legibly or attach return address mailing label).

Address _____

City _____ State _____ Zip _____

Phone (____) ____-____ Email Address _____

Please answer the following questions:

1. SeniorNet Member: Yes _____ No _____ Member # _____

(See below)

Membership and Registration Requirements:

Membership is required for Class/Seminar Attendance. The **First-Year Dues of \$44 for a single new member (renewal is \$33) or \$72 for a couple** must be paid either with your Mail-in Registration, or during your attendance at the Walk-in Registration. Please DO NOT send in Class/Seminar material/manual fees as they will be collected on the first day of each class/seminar.

2. Do you own a computer? Desktop: __Yes __ No Laptop: __Yes __ No __

3. Do you own a Smartphone? If yes, type: iPhone _____ Android _____

Indicate your Class/Seminar Selection(s) below and, in order of preference. Registration Deadline is Tuesday, March 20. Classes will be assigned as of the date your registration is received and you meet the prerequisites of the class/seminar for which you are applying. Class/Seminar confirmation letters will be mailed by Thursday, March 22.

Indicate of your Choice(s) with a Class/Seminar "Letter" in each Box

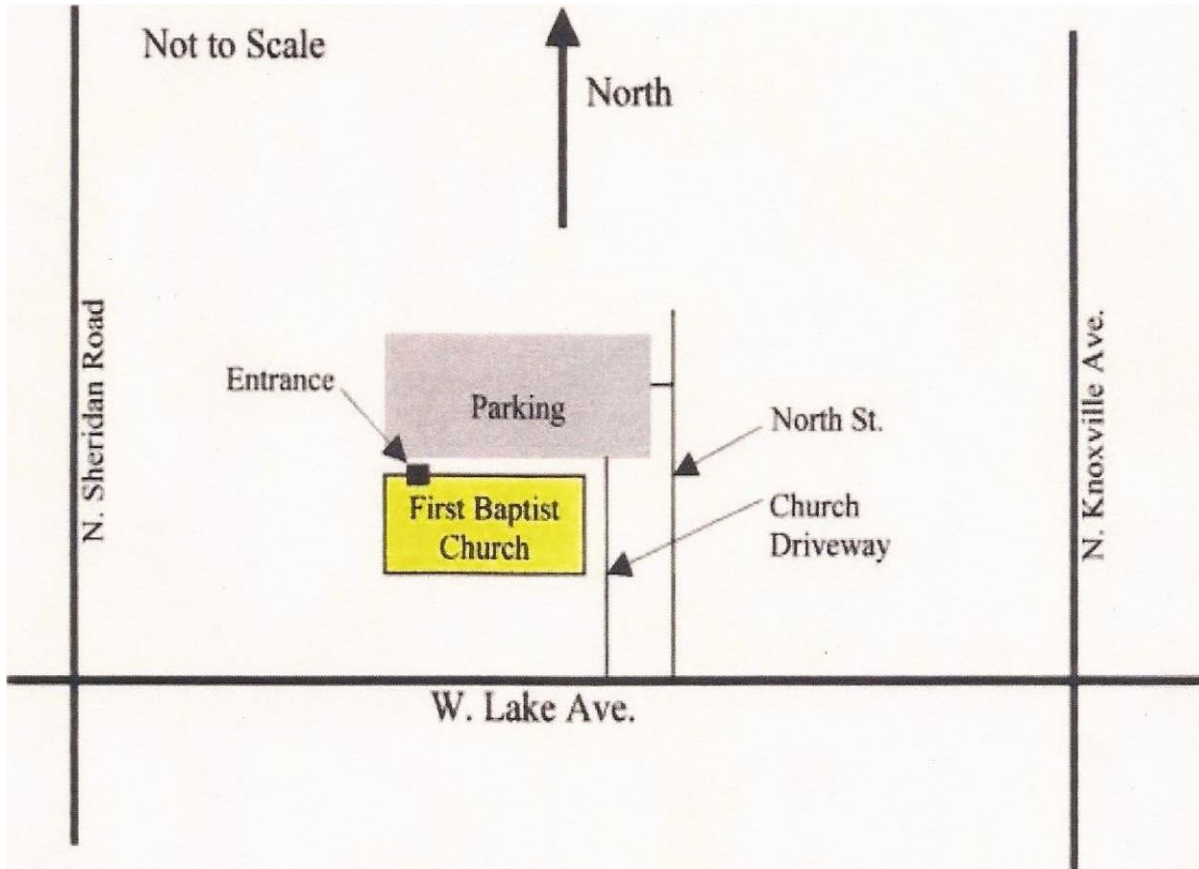
1st Choice		3 rd Choice		5 th Choice	
2 nd Choice		4 th Choice		6 th Choice	

* The "Letter" is listed in the "2018 Spring Class/Seminar Schedule".

If not attending the Walk-in Registration on **Saturday, March 17**, please complete and mail *to: SeniorNet, P. O. Box 3499, Peoria, IL, 61612-3499. If not already a member, please include your Check or Money Order payable to "SeniorNet" for your First Years Dues. Payment by Credit or Debit Cards are NOT accepted.*

2018 Spring Open House and Registration Map

First Baptist Church



**THE SENIORNET OPEN HOUSE IS SCHEDULED ON
SATURDAY, March 17, 2018
FROM 9 AM TO 10 AM
LOCATED IN
THE FIRST BAPTIST CHURCH HALL
(Follow the Signs)
FOLLOWED BY
ONSITE SPRING CLASS/SEMINAR REGISTRATION
FROM 10 AM TO 12 NOON**
