

Digital Essentials: Mobile Phones and Tablets



Understand the basics of various areas of technology, including different digital devices, their functionality, and the ways people can use these to connect with others and in the workforce.

These modules will provide you with the skills to use your mobile devices, understanding apps and software, navigating the internet on various devices, using email and keeping safe online.

We are flexible in our delivery and can arrange our content to suit the needs of the participants. Our classes are small and personalised.

These classes will be run in a face to face classroom setting at the **Bairnsdale Library**

| Day | Date | Time | Topic |
|---------|----------|-----------|---|
| Tuesday | 16 April | 1 – 3 pm | Get to know your phone, Android and iPhone |
| Tuesday | 23 April | 1 – 3 pm | Email and attachments |
| Tuesday | 30 April | 1 – 3 pm | Security, Passwords and Scams |
| Tuesday | 7 May | 1 – 3 pm | Understanding and using Apps |
| Tuesday | 14 May | 1 – 3 pm | Files - Clouds, Backups and free up space on your mobile |
| Tuesday | 21 May | 1 - 3 pm | Digital Imaging – using your phone camera for photography and scanning documents |
| Tuesday | 28 May | 12 – 3 pm | Digital Imaging – Editing, printing and transferring photos and documents |

[**Click here to register your interest**](#)

Enquire now for more information by calling us on **0427 586 038**.

Learn Local programs are recognised Workforce Australia approved activities

[**www.gippslandlearnlocal.community**](http://www.gippslandlearnlocal.community)