



SMORGASBORD

3-23-2021

# QUICK TIP OF THE DAY

**On Android phones, you likely already use Google Calendar.**

**Open the app, and in the bottom right corner, tap on 'Create event', then select Reminder. Enter your reminder. " *Select your desired date, time, and frequency.* Tap Save.**

# QUICK TIP OF THE DAY II

**Do you save the files you're working on every few minutes just in case something goes wrong?**

**Most computer programs allow you to save an open file by simply pressing the *Ctrl+S* key combination.**

**Next time you need to save an Office file or most anything else, try pressing Ctrl+S and see how it works out for you.**

# HOW TO SCHEDULE A TEXT, DOWN TO THE MINUTE, ON YOUR ANDROID

- Make sure that you have the latest version of **Google Messages**.
- If no update is available, it means that you are ready to go.
- Tap **Google Messages** to open it.
- Select which **contact** you want to send a message to.
- Write your **message**.
- Tap and hold down the **send** button.
- The **schedule menu** will pop up.
- Select when you want to send the message. You can select any time and date that you want, right down to the exact minute. Just make sure that you use the correct a.m. and p.m. settings.
- Tap **Send**.



# **HOW TO MAKE YOUR ANDROID WORK LIKE NEW AGAIN**

**CCleaner is a free, ad-supported program that's also available for PC and Mac users.**

**It works the same on an Android.**

**It's a simple optimization tool that can help clean up your Android device in a matter of clicks. Using it on your phone is similar to how you can utilize it on your computer.**

# QUICK TIP OF THE DAY - APPLE

**On an iPhone: Open the Reminders app, tap *New Reminder* and give it a name.**

**Tap the info circle next to the name you entered and toggle Remind me on a day "on" and choose how often you'd like your reminder to repeat.**

**Hit done.**

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# **10 USEFUL IPHONE TIPS FOR SENIORS**





## **1. Use Display Zoom**

- Open **Settings** and select **Display & Brightness**.
- Under the **Display Zoom** header, tap the **View** field.
- Choose **Zoomed**. A few simple previews will play so you can get an idea of the differences.
- Tap **Set** to confirm your choice, then you'll need to accept the prompt to restart your iPhone and apply the change.



## **2. Increase the Text Size**

- **Go to Settings > Accessibility > Display & Text Size (under the Vision heading).**
- **Select Larger Text.**
- **Adjust the slider to choose your desired text size**
- **If the largest option isn't suitable, enable the Larger Accessibility Sizes slider at the top to show even bigger levels.**

### 3. Utilize Speak Selection

- **Open Settings > Accessibility.**
- **Under the Vision section, tap Spoken Content.**
- **Enable Speech Selection. Now, when you select text on your phone, you'll see a Speak option for reading it out loud.**
- **If you find it difficult to select text , you can also enable Speak Screen. This lets you drag down from the top of your device with two fingers to read everything on the screen.**
- **To tweak how this sounds, select Voices to change the voice, or Highlight Content if you want to follow along with what's being read.**
- **You can also adjust the Speaking Rate using the slider.**

## 4. Turn Up Ringer Volume and Enable LED Alert Flashes

Head to **Settings > Sounds & Haptics** and adjust the **Ringer and Alerts** slider to set your preferred volume. You may want to disable the **Change with Buttons** slider; with it turned off, the physical volume buttons will only change the volume for media, like music and games.

You'll also likely want to enable the **Vibrate on Ring** and **Vibrate on Silent** options to reduce the chance of missing calls. Make sure the selected ringtone is clear and distinct.

Finally, for a visual cue, it can help to turn on the **LED Flash for Alerts** feature, which flashes the camera light for incoming alerts. To do this, go to **Settings > Accessibility > Audio /Visual** (under the **Hearing** header). Enable the **LED Flash for Alerts** slider; you can choose if it displays when the phone is on silent or not, too.

## 5. Enable Find My

- Go to **Settings** and tap your name at the top.
- Select **Find My**.
- Make sure **Find My iPhone** is on. It's also a good idea to tap the **Find My iPhone** field and enable **Send Last Location**, which will send the location of the device to Apple when the battery is about to die.

## 6. Configure Favorite Contacts

Here's how to add all important contacts to your **Favorites** on your iPhone:

- Open the **Phone** app. (*like you are making a call*)
- Select **Favorites** from the bottom bar.
- Tap the **Plus** icon at the top-left corner to bring up your contacts list.
- Select a contact to add to your favorites, then choose what type of entry to add for them. You should choose the method of contact you use most frequently for that person (calling, messaging, etc.).
- Repeat the process for each Favorite you want to add. Use the **Edit** button at the top-right if you need to remove contacts from favorites.

## 7. Set Up Medical ID

Set up Medical ID on your iPhone by opening the Health App, tapping your profile picture at the top-right, and choosing **Medical ID > Edit**. Ensure that **Show When Locked** is enabled, which makes your information available for anyone to see on the lock screen in case of emergency.

Aside from medical information, it's wise to add some **Emergency Contacts** as well. These people will be notified if you ever use your iPhone's Emergency SOS feature.



## 8. Configure Emergency SOS

The SOS feature alerts the emergency services and your emergency contacts when you're in trouble. While this is an iPhone feature everyone should set up, it's especially important for the elderly.

On the iPhone 8 and later, press and hold the **Side** button and one of the **Volume** buttons for several seconds to activate the function. If you have an iPhone 7 or earlier, quickly press the **Side** or **Top** button five times to activate Emergency SOS.



## 8. Configure Emergency SOS

- **Go to Settings > Emergency SOS.**
- **Enable Auto Call** if you want the shortcut to contact emergency services without using the slider. If you enable this, you can toggle the **Countdown Sound**, which plays an audible alert while calling
- **On an iPhone 8 or later, you can also enable the five-press Call with Side Button** method if you like.
- **Ensure that you have added Emergency Contacts** in the Health app. You'll see them here and can tap the shortcut link to add more or edit the existing ones.

## **9. Enable Voice Dial for Siri**

Enabling **Voice Dial** grants Siri the ability to make calls from lock screen.

- **Go to Settings.**
- **Select Face ID & Passcode or Touch ID & Passcode, depending on your device.**
- **Confirm your current passcode to continue.**
- **Select Voice Dial from the list to toggle it on.**
- **You can now tell Siri to call a contact or phone number from the lockscreen.**

## **10. Simplify the Home Screen**

Chances are that if you're setting up an iPhone for an elderly person.

*They don't need access to all the apps on the device.*

It's thus a good idea to place the apps they'll use most on the Dock (first screen) and hide apps that they have no use for.

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# IOS Updates

**Current Release of IOS and iPADOS  
14.4.1**

**IOS & iPADOS 14.5**

**Scheduled to be released Late May 2021  
Currently in Beta Testing 4**

**WatchOS – Currently 7.3.2**

**WatchOS 7.4 to be released with IOS 14.5**

# Windows Updates

**Current Release of Windows 10  
20H2 – Build KB001649**

**New Release for Windows 10  
21H1 Expected in late Summer 2021**

## Android Updates

**Current Release is Version 10 or 11**

**Version 10 is available to some models**

**Samsung Galaxy S8 will not run on any Version past Version 9**


**Officially called Android 10, the next major version of Android launched September 3, 2019.**



## Android Updates

**Version 11 was released on September 2020 for selected models**


**Version 12 is scheduled for release August 2021  
Currently in Beta testing level 4**

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# GENERAL QUESTIONS

A decorative graphic on the left side of the page, consisting of a network of white lines and circles on a blue background, resembling a circuit board or a neural network structure. The lines are vertical and horizontal, with some diagonal connections, and the circles are small and white.

# OPEN FORUM



THANK YOU FOR BEING  
PART OF THE 2020 – 2021  
COMPUTER CLUB.

HAVE A GREAT & SAFE  
SUMMER  
SEE YOU NEXT FALL