Senior´s guide for ICT

Guide "to ICT in everyday life"

Part I: Senior´s guide for ICT

1. Basics
(settings, WiFi, Apple ID/Google account, information, communication, production)
2. Social media
(messages, WhatsApp, Messenger, Facebook, Instagram)
3. ICT as helping tools in everyday life
(best practises and experiences from our workshops)
4. Entertainment in everyday life
(TV, podcast, magazines, films, ebooks/ibooks, music)
5. Links

Part II: Best practises and examples from our partner countries (Poland, Austria and Turkey)

iMovie from our workshop

Smartphone and tablet course in February 2018 in Stockholm

The content was created from the needs seniors have in everyday life

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Basics

- Settings (WiFi, Apple ID/Google account, language, general settings, display, restrictions)
- Information (search for information with Google, f.e. travelling, book tickets, hobbies etc)
- Communication (messages, chatting, calling with FaceTime, Messenger and WhatsApp)
- Documentation (create own ebooks/iBooks and iMovies)

Social media

- Send images by using apps Messages, Messenger, WhatsApp, send emails
- Facebook (write texts and upload images, create own groups and share information)
- Instagram (upload images)
- Youtube (upload your your materials, films)

ICT as helping tools

- Apps as helping tools in your everyday life f.e. magnifying glass, notes, calendar, clock, voice memos, translating apps)
- Send images to your family and friends,
- Navigating with Google maps, find the way to different addresses by car, walking or with buses/metro
- Banking, learn to use SWISH
- Use QR scanner to open codes and get information (create own QR codes)

Entertainment and welfare

- Get better health by apps like pedometers, take your puls, find healthy recipes, training with Qigong and Yoga
- Tools for your own hobbies, get more information about hydroponic gardening
- Learn a new language or practise the language you already speak
- TV, radio (podcast), newspapers, magazines, Youtube-films, ebooks/iBooks, music etc

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Tutorial for creating a blog

How to start a blog:

1. We use "WordPress" as a blogging platform.

2. Our blogs have the same domain name and hosting as our websites.

3. Design your blog.

Posts are your blogs. The majority of texts you publish are under Posts, **All posts**, **Add New**. Posting new posts is easy, thanks to an easy-to-understand editing section. You will find a field for your heading and a box for the actual entry. If you click the icon in the right corner, another menu bar opens with more graphical features.

Your posts are published in so-called categories, which you add by selecting **Categories** in the Posts menu. Here you can add categories like Apps, Mobile, Android, and so on, depending on what you're blogging about.

Create a blog
In the menu on the left side you choose **Posts, All Posts, Add New, Categories, Tags**
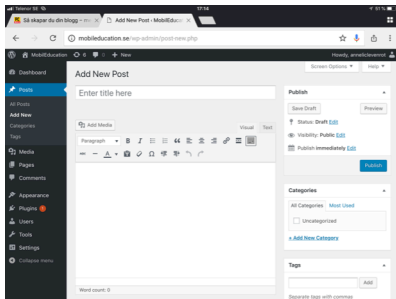
Add a title for example "The 4th meeting in May in Stockholm". Write your text and add an image. Before you can add an image, you have to upload your images into your media library.

Add media from your photo library to your media library. In the menu to left you will find **Media. Library, Add New.** Tap **Add New,** Upload New Media, select Files, you can use the multi-file uploader if you want to upload several images to your Library.
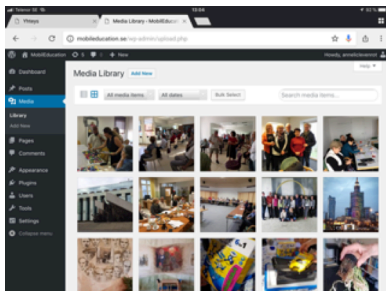
When you are ready with your post, **Publish** it.
You can always edit and update the post.

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Part II: Best practices and examples from our partner countries

Poland: **SPOLECZNY INSTITUT EKOLOGICZNY**

1. Wawerski Seniors University, University of the Third Age
They offers access to numerous courses, lectures and activities, they also provide seniors a comprehensive intellectual and physical development. Seniors can for instance learn foreign languages, participate in computer classes, lectures, gymnastics, nordnic walking, trips in the country and abroad. The activities of the university break the stereotypes associated with seniors through their active participation in the life of the neighborhood and the city.
http://www.u3wawer.com.pl/

2. Seniors Council of the Wawer District of the Capital City of Warsaw
Actions: "Senior in the Wawer space", "Health", "City bench, stop, garden", "Seniors Green Guardians" and "Local communities neighbor and network". The action to save the Brodnowski park, started with a small group of district inhabitants, which grow to a big group.This group is against the local administration plan to build up a building with parking places for cars, 3 building for commerce, a track for skaters and a rope park. They want keep this place as a simple park, with trees, bushes, benches to relax.
http://www.wrs.waw.pl/p,86,rada-seniorow-dzielnicy-wawer

3. Local communities neighbor network
https://www.facebook.com/zachowajmyparkbrodnowski/

Austria: **SPES GmbH**

1. Time Bank 55+ (Zeitbank 55+)
The idea of time banks dates back to 1980, when Edgar Cahn, an American lawyer and sociologist, created the term timedollars. In the local community, in exchange for a task (helping with simple household chores or taking care of an elderly person, etc.), timedollars were received, which could be exchanged for other services.

The principle is that, depending on the skills and resources, bank participants declare what types of services they can provide, and the coordinators help them to register in their needs. Services are recorded and accounted for most often in the hour system, regardless of market value.

Time Bank 55+ is a NGO, it has a local character and promote neighborly help and opening up to others. People in the organization are often sick and alone. They can feel safety and they can be a part of a friendly group and their life is easier and more pleasant. The exchange of assistance is made through a specially prepared system. The working time has a specific value – a check for one hour in euro.Mutual assistance consists, among others, in simple home or garden work, Internet and computer support, shopping, baking cakes for birthday parties, playing cards, or just chatting. The most important rule: work cannot be heavy and regular. Using modern technologies in Time Bank facilitates and streamlines the organization and logistics of activities

Turkey: **TROYA GENC CEVRE DERNEGI**

1. **Elder center ALTIN YILLAR**

The first daycare center for seniors established for elderly people from Çanakkale region, people from all kind of social groups, 65 years old or older. A wide range of activities are available to seniors and there are different workshops from Monday to Friday. The main mission of the center is to activate and integrate elderly people from the region. This kind of center is a very innovative solution and can also be realized in other places in Turkey, even in other countries. The center offers rehabilitation, gymnastics, arts, music, also a course of ICT adapted to seniors needs.Participants pay a monthly fee, which goes to the city budget. This is the cost of participation in classes and the price for the lunch for three days (two days are free). There are a lot of different activities organized in the center, f. e. arts, painting classes, photographing, physical exercises, elderly can play chess and bridge, they also have a computer lab and a prayer room.

Sweden: **MOBILEDUCATION**

1. **Material for seniors to learn ICT (Swedish),** Lär dig surfa på mobil och surfplatta, by Vuxenskolan and Demensförbundet

2. **Seniornet in Sweden**, Seniors teach seniors digital communication and Internet

3. **Senioruniversitetet,** Folkuniversitetet is an adult educational association that offers a wide range of adult education all over in Sweden
.
4**. Libraries** offer once a week "Digital First Aid Help" for seniors. This is a Drop in -activity and seniors can take their own computer/tablet/smart phone with them to the library.