



Community Education Fall 2023

Maximize your Android Device

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Course Description:

- Learn what your phone can do for you! Understand the technology and software built into your phone and customize it to meet your needs! Learn best practices for managing your Google applications-photos, email, calendar, online storage and security so you can maximize the tool you have in your hand. Bring your fully charged Android smartphone or tablet to class. This class covers Samsung, LG, HTC, Motorola and Google phones. Gmail account is required to be set up prior to class.
- *Required:* Gmail account set up prior to first class

Learning Outcomes: *As a result of taking this course, students will:*

- Learn the basic operation of Android devices.
- Configure phone settings and security.
- Understand Google applications, such as Photos, Email, Calendar, and Internet.
- Build an understanding of shopping, purchasing, downloading, and updating apps.
- Demonstrate how to get the most from Google applications.

Course Schedule:

Week 1: Oct. 25 Introduction to Home Screen, Applications, and Play Stores.

Topic	Discussion
Notification Area	<ol style="list-style-type: none">1. Application alerts<ol style="list-style-type: none">1. (Slide Down)2. Settings shortcuts<ol style="list-style-type: none">1. (Touch for on/off)3. Swipe to clear one at a time or use the clear all button
Home Screens	<ol style="list-style-type: none">1. Move App short cuts.<ol style="list-style-type: none">1. (Press and move)2. Remove App short cuts.<ol style="list-style-type: none">1. (Press and move to trash can, X," Remove")3. Creating folders<ol style="list-style-type: none">1. (Press and move on top of another)4. Changing the number of screens<ol style="list-style-type: none">1. (press & hold or remove all icons)
Dock Area	<ol style="list-style-type: none">5. Add icons to dock.<ol style="list-style-type: none">1. (Press and move to the dock area)6. Remove icons from dock.<ol style="list-style-type: none">1. (Press and move from the dock area)
App drawer	<ol style="list-style-type: none">1. Adding to home screen<ol style="list-style-type: none">1. (Press and move to screen)2. Uninstall Apps<ol style="list-style-type: none">1. (Press and Hold > move to uninstall)
Break	
Play Store	<ol style="list-style-type: none">1. <u>Over 3.5 million apps as of 2023</u>2. Categories<ol style="list-style-type: none">1. (Search your interest)3. Understanding ratings4. Reviews<ol style="list-style-type: none">1. (Read real people feedback)
QA	

Week 2: Nov. 1 Learn about securing your phone and changing your devices' settings.

Topic	Discussion
Wi-Fi Mobile Network Bluetooth	<ol style="list-style-type: none"> 1. login on once and information is saved to phone. 2. You are not using your cellular data. <ol style="list-style-type: none"> 1. Best used for video streaming and large amounts of data transfers 1. Internet connection you pay for when not on Wi-Fi (Paid Data Plan) 1. Bluetooth for sound and phone calls <ol style="list-style-type: none"> 1. Phone connected to your car. 1. Wireless Headphones
Airplane Mode	<ol style="list-style-type: none"> 1. Shuts off all radio signal, No Wi-Fi, cellular, Bluetooth, and GPS 2. You can turn Wi-Fi back on
Sounds	<ol style="list-style-type: none"> 1. Customize sounds and feedback
Display	<ol style="list-style-type: none"> 1. Recommend 1 min. <ol style="list-style-type: none"> 1. Display uses battery the most
Location	<ol style="list-style-type: none"> 2. GPS (locates by Longitude and Latitude)
Phone Security	<ol style="list-style-type: none"> 3. Locking your phone <ol style="list-style-type: none"> 1. 4-digit pin and pattern are simplest 2. After a number of failed attempts, the phone erases all data
Break	
Taking Photos	<ol style="list-style-type: none"> 1. Front and Rear Camera 2. Zoom in and out. 3. Flash (Auto/Off/On – Light Sensor) 4. Share Email, Text, social media <ol style="list-style-type: none"> 1. Email is Best for keeping quality. 2. Google Photo Backs up automatically (Photos are in the Cloud)
Shooting Video	<ol style="list-style-type: none"> 5. Starting /Stopping 6. Your limit to record is the amount of space you have. 7. Can take a picture while recording (on some phones)
QA	

Week 3: Nov. 8 Google apps - Email, Calendar, Internet browser.

Topic	Discussion	Exercise
Contacts	<ol style="list-style-type: none">1. Create a Contact2. Add a Photo	<ol style="list-style-type: none">3. Charles Jackson4. smartphoneusernw@gmail.com5. 360-830-65146. Take a picture of contact
Gmail	<ol style="list-style-type: none">1. Create an email.2. Attach File3. Send an Email4. Save to draft	<ol style="list-style-type: none">5. smartphoneusernw@gmail.com6. Subject: Class test7. Attach a picture
Calendar	<ol style="list-style-type: none">1. Create an appointment.2. Add location.3. Invite someone	<ol style="list-style-type: none">4. Event: "Class test"5. Sunday at 1pm to 2pm6. smartphoneusernw@gmail.com7. Location: MOD Pizza 98686
Break		
Maps	<ol style="list-style-type: none">1. Set Home and Work2. Find Location1. Search for points of interest	
Chrome - Internet	<ol style="list-style-type: none">2. Search3. Save a Web Site4. Share a Web Site	<ol style="list-style-type: none">5. Search 65 Mustang6. Color blue<ol style="list-style-type: none">1. Use filter buttons.7. Hardtop8. Use filter buttons
QA		

Selected Bibliography/Resources:

Below you will find recommended references and online links to give you more information about the topics of this course. If you have a special interest on a topic we discuss, please ask me for further references.

[Teach Yourself VISUALLY Android Phones and Tablets, by Hart-Davis](#)

This book can be purchased at amazon.com (paper or for Kindle). It may be available at local bookstores.

Websites	Follow me at the following social site:
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www.Androidcentral.com www.9to5google.com www.androidpolice.com	https://www.facebook.com/Smartphoneusernw
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Smart Phone Screen Gestures

Tap



Briefly touch surface with fingertip

Double tap



Rapidly touch surface twice with fingertip

Drag



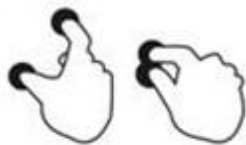
Move fingertip over surface without losing contact

Flick



Quickly brush surface with fingertip

Pinch



Touch surface with two fingers and bring them closer together

Spread



Touch surface with two fingers and move them apart

Press



Touch surface for extended period of time

Press and tap



Press surface with one finger and briefly touch surface with second finger

Class Evaluation: Class evaluations are sent by email. Sometimes the email will be delivered to your “junk mail,” but we can assure you it’s from Clark College only. Your responses are completely anonymous. If you do not see your evaluation immediately after class, look in your junk mail and send it to your email address. If you do not receive an evaluation, please email Continuingeducation@clark.edu or call 360.992.2939.

Inclement Weather: If the College cancels due to icy conditions you can find this on the college website www.clark.edu ~ If Community Education concludes that the weather is too hazardous we may also decide to cancel this class. In that case you will receive both a phone call and email. Make certain that we have your correct contact information by viewing the class roster.

Looking for classes? Visit our Community Education webpage: www.clark.edu/cce/