



Community Education Winter 2024

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 fully charged Android smartphone or tablet to class. This class covers Samsung, LG, HTC, Motorola, and Google phones.

Requirement: Gmail account is required to be set up prior to class.

Learning Outcomes:

- You will learn the basic operation of Android devices.
- I will illustrate how to configure your phone settings and security.
- Introduction to Google applications - Photos, Email, Calendar, and Internet.
- Build an understanding of shopping, purchasing, downloading, and updating apps.

Course Schedule:

Week 1: February 7th Introduction to Home Screen, Applications, and Play Stores.

Week 2: February 14th Learn about securing your phone and devices' settings.

Week 3: February 21st Google apps - Email, Calendar, Internet browser.

Selected Bibliography/Resources:

I possess a bachelor's degree in business management and have worked in the business technology environment for over 25 years. My career has focused on connecting users with technology and helping them understand how to get the most use out of it. I have a strong passion for what technology can do for the user and passing on how to best utilize those technologies. I am a certified Microsoft trainer in MS office and Google Workspace.

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.

Amazon

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

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