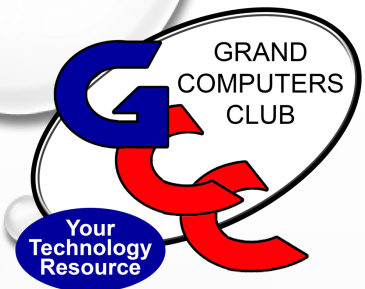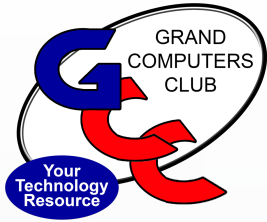# WELCOME TO THE GRAND COMPUTERS CLUB COFFEE CHAT
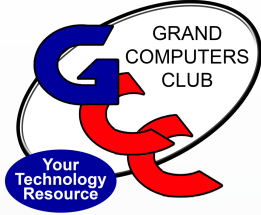
OCTOBER 2023

WELCOME

TODAY'S PRESENTATION

MASTERING NOTIFICATIONS: STREAMLING ALERTS ON

TABLETS, PHONES AND COMPUTERS

FOR ANDROID AND IOS

PRESENTER– LARRY LAURSEN

TODAY'S PLAN

BRIEF CLUB UPDATE-A FEW CHANGES

PRESENTATION AND Q & A

CLUB UPDATE

- 1423+ MEMBERS CURRENTLY (AND COUNTING)

- NOT TO LATE TO RENEW MEMBERSHIP OR JOIN

- CHECK YOUR STATUS BY <u>LOGGING</u> IN TO GCC WEBSITE

- RENEW/JOIN *<u>ONLINE</u>*

- $25.00 FOR THE YEAR (JANUARY 1 – DECEMBER 31)

- JOIN TODAY & PAY $15.00 THROUGH DECEMBER 31ST

- EXISTING MEMBERS – RENEW FOR 2024 STARTING IN DECEMBER
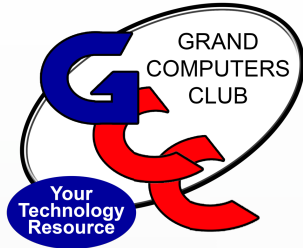
CLUB UPDATE

WHAT TO DO IF YOU HAVE FORGOTTEN YOUR PASSWORD:

- CLICK THE FORGOT PASSWORD BUTTON ON THE LOGIN PAGE
- YOU WILL RECEIVE AN EMAIL WITH THE DEFAULT PASSWORD 123456
- THIS WILL BE YOUR NEW PASSWORD UNTIL YOU CHOOSE TO CHANGE IT

<u>YOU DO NOT HAVE TO HAVE A PASSWORD</u>

PLEASE MAKE SURE THAT THE CLUB HAS YOUR CURRENT EMAIL ADDRESS TO ENSURE THAT YOU RECEIVE IMPORTANT INFORMATION
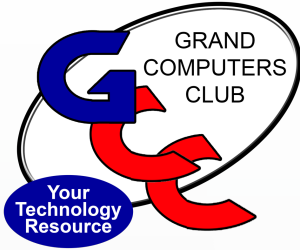
THE CLUB IS OPEN

- 9 – 3:30 MONDAY – FRIDAY (CLOSED HOLIDAYS)

- NEW – SATURDAY, OPEN 9 – 12:30 PM

- _NEED_ MONITORS TO STAY OPEN! CONTACT STEVE ETHERTON AT MONITOR@GRANDCOMPUTERS.ORG OR FILL AN APPLICATION AT THE CLUB

- MAC/PC COMPUTERS

- COPY/SCAN/PRINT EQUIPMENT

- FLIGHT SIMULATOR BY RESERVATION

- OTHER SPECIALIZED EQUIPMENT ALSO BY RESERVATION

JOIN US IN-PERSON

TECH
HELP

EVERY TUESDAY
12:00 - 2:30(LAST CHECK-IN)
IN THE COMPUTER CLUB
AT CHAPARRAL CENTER

TECH HELP

TECH HELP

- TO PRE-REGISTER: GO TO THE GCC WEBSITE

- LOG INTO THE GCC WEBSITE

- CLICK THE REGISTER FOR TECH HELP LINK

- LIST YOUR PROBLEM AND WHAT DEVICE YOU ARE NEEDING HELP WITH.

- WHEN YOU ARRIVE AT THE CLUB ON TUESDAY, YOU WILL BE CHECKED IN. REGISTERING ONLINE **DOES NOT GUARANTEE THAT YOU WILL BE HELPED FIRST.** THERE ARE NO APPOINTMENTS FOR TECH HELP. TECH HELP MEANS THAT YOU WILL BE MATCHED WITH A TECH TEAM MEMBER WHO HAS THE SKILLS TO HELP YOU WITH YOUR ISSUE.
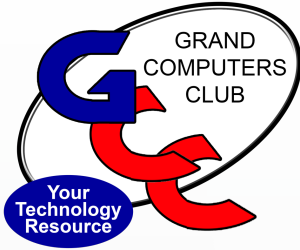
EDUCATION

- OFFER 35 CLASSES

- REGISTER ONLINE ON OUR WEBSITE, OR YOU CAN GET ASSISTANCE IN THE CLUB.

- BRING YOUR GCC PASSWORD AND YOUR CREDIT CARD TO REGISTER FOR CLASSES IN THE CLUB

- YOU MUST PAY AT THE TIME OF REGISTRATION

- CLASSES ARE IN PERSON

- ONLY $10 PER 2 HOUR CLASS

- CLASSES HAVE BEGUN. CHECK ON LINE FOR CURRENT OFFERINGS
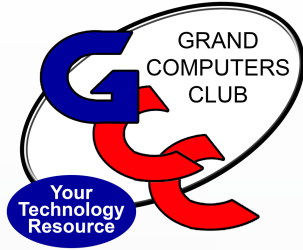
MONTHLY MEETINGS FOR MEMBERS & RESIDENTS

- SPECIAL INTEREST GROUPS (SIGS)

- 7 ACTIVE GROUPS
  - GRAPHICS SIG WILL NOT MEET – DOES NOT HAVE A FACILITATOR
  - DEVICES – NEW LEADER IS DAVID WEEKS
  - GENEALOGY – NOT ENOUGH INTEREST TO CONTINUE
  - NEW TO COMPUTERS – DISCONTINUED AT THIS TIME.

- CHECK CALENDAR ON THE WEBSITE FOR TOPICS, DAYS & TIMES AND LOCATIONS OF EVENTS

FINDING MEETING INFORMATION

- WEBSITE CALENDAR

- ACTIVITY/SIG PAGES ON WEBSITE

- 30+ DAY OUTLOOK – ALL CLUB EVENTS OTHER THAN CLASSES-AVAILABLE ON WEBSITE

- FACEBOOK GROUP PAGE – UPDATED DAILY

- LITTLE BYTES E-BLAST WEEKLY & MONTHLY GRAND BYTES

FINDING MEETING INFORMATION

CLUB FACE BOOK PAGE

https://www.facebook.com/groups/GrandComputersClub
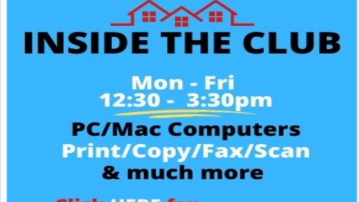
ADDITIONAL INFO

- OCTOBER 16TH – COMPOSE YOURSELF SIG, 12:45PM, SONORAN PLAZA. MESQUITE
  ROOM

OCTOBER 16TH - APPLE SIG – 3:30 PM, CHAPARRAL CENTER, HOPI ROOM
  INTRODUCTION TO IOS 17

- OCTOBER 19TH – NEW TECHNOLOGIES SIG, 3:30 PM, CHAPARRAL CENTER,
  COMPUTER CLASSROOM

- OCTOBER 23RD – DEVICES SIG – 3:30 PM, CHAPARRAL CENTER, HOPI ROOM

ADDITIONAL INFO

- OCTOBER 23RD – PHOTOSHOP ELEMENTS SIG, 6:00 PM, COMPUTER CLASSROOM

- OCTOBER 26TH –BOARD MEETING, 9:00 AM, CHAPARRAL CENTER, PIMA ROOM

- OCTOBER 27TH – FLIGHT SIMULATOR SIG, 4:00 PM, COMPUTER OPEN USE ROOM

FEATURED PRESENTATION

MASTERING NOTIFICATIONS:

STREAMLINING ALERTS ON TABLETS, PHONES

AND COMPUTERS

ANDROID AND IOS

OUTLINE

- INTRODUCTION

- UNDERSTANDING NOTIFICATIONS

- FINDING NOTIFICATIONS

- VIEW, DISMISS, CLEAR OR MUTE NOTIFICATIONS

- BEST PRACTICES FOR NOTIFICATION MANAGEMENT

- GET GOVERNMENT ALERTS

WHAT IS A NOTIFICATION?

A NOTIFICATION IS A MESSAGE THAT APPEARS OUTSIDE OF THE APPLICATION TO KEEP YOU INFORMED ABOUT REMINDERS, COMMUNICATION FROM OTHER PEOPLE OR OTHER "NEWS" THAT MAY BE TIMELY AND USEFUL.

NOTIFICATIONS USUALLY APPEAR ON THE HOME SCREEN OF A SMARTPHONE, TABLET

OR COMPUTER

Android

iPhone
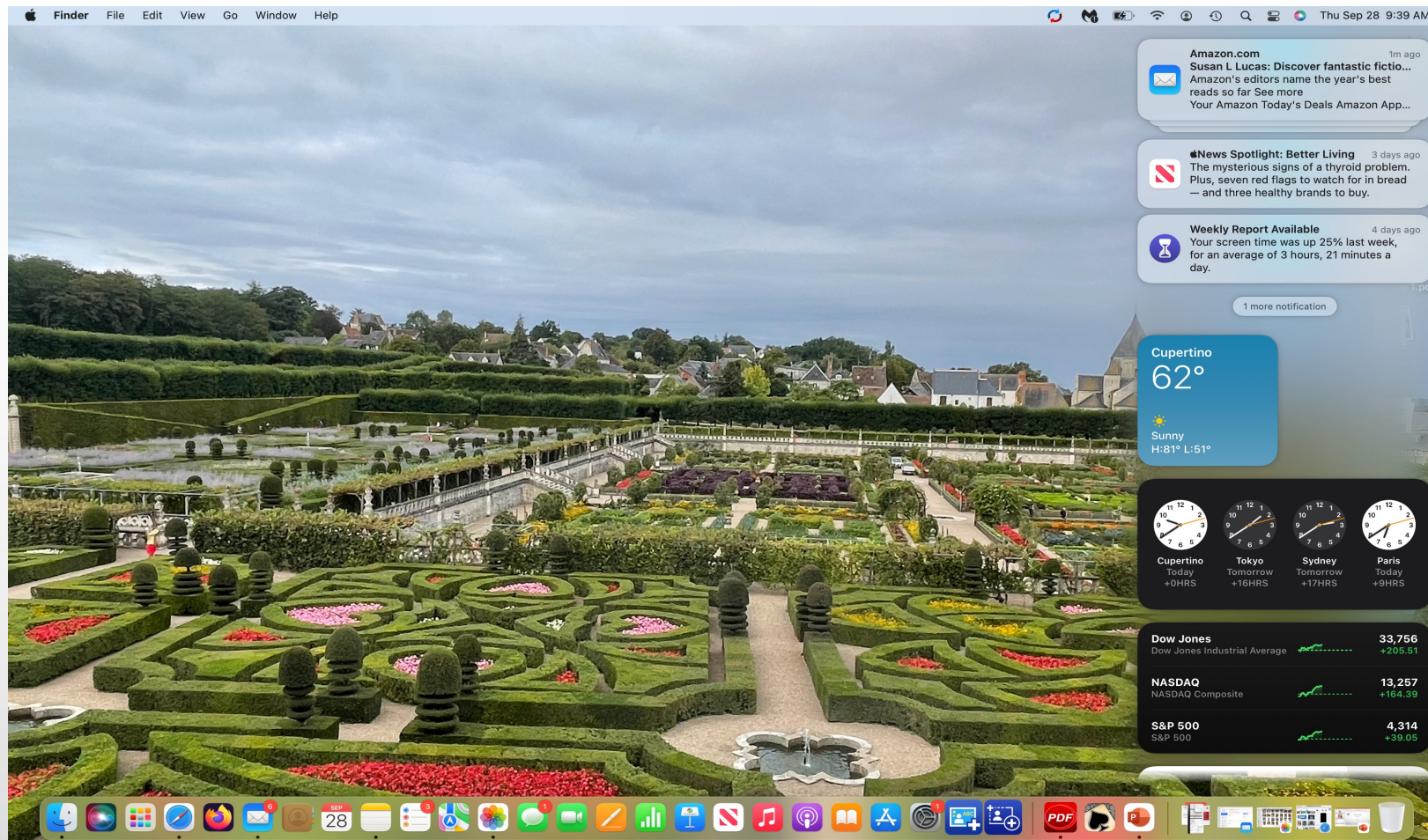
Example of MacBook Pro Notifications
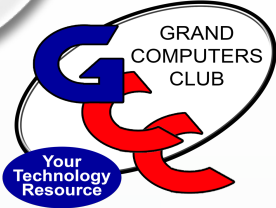
HOW TO FIND NOTIFICATIONS ON IPHONE

- SWIPE IN MIDDLE OF SCREEN TO SEE NOTIFICATIONS

- TO OPEN, CLICK ON THE NOTIFICATION YOU ARE INTERESTED IN- CLICK OPEN

- UNLOCK THE SCREEN TO READ

- YOU MIGHT SEE SEVERAL NOTIFICATIONS STACKED (EMAILS), GROUPED OR NUMBERED

- THIS IS A QUICKER WAY OF GETTING TO A MESSAGE OR READING A NOTIFICATION THAN SCROLLING THROUGH YOUR EMAILS, TEXT MESSAGES, CALENDAR ETC

- TO CLEAR THEM – CLICK THE X IN THE TOP RIGHT CORNER & THEN HIT CLEAR

HOW TO MANAGE NOTIFICATIONS

- DECIDE WHICH NOTIFICATIONS ARE IMPORTANT TO YOU – MAYBE NONE

- SETTINGS > SCROLL TO NOTIFICATIONS > AND VIEW LIST TO FIND THE APP THAT YOU ARE INTERESTED IN

- DISPLAY AS – 3 CHOICES–COUNT, STACK OR LIST – YOU CHOOSE

- SCHEDULE SUMMARY- CHOOSE WHEN YOU WANT NOTIFICATIONS TO APPEAR

- SET ALERT STYLE

- CHOOSE WHETHER YOU WANT A NOTIFICATION TO APPEAR, THE STYLE, WHEN YOU WANT THEM DELIVERED, GROUPING

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Manage notifications

To manage your notifications from the Lock Screen or Notification Center:

1. Swipe left over an alert or group of alerts.

2. Tap Options, then select from these options:

   - Mute for 1 Hour
   - Mute for Today
   - View Settings
   - Turn Off

You can also tap View Settings to change your alert styles or alert settings for a specific app.
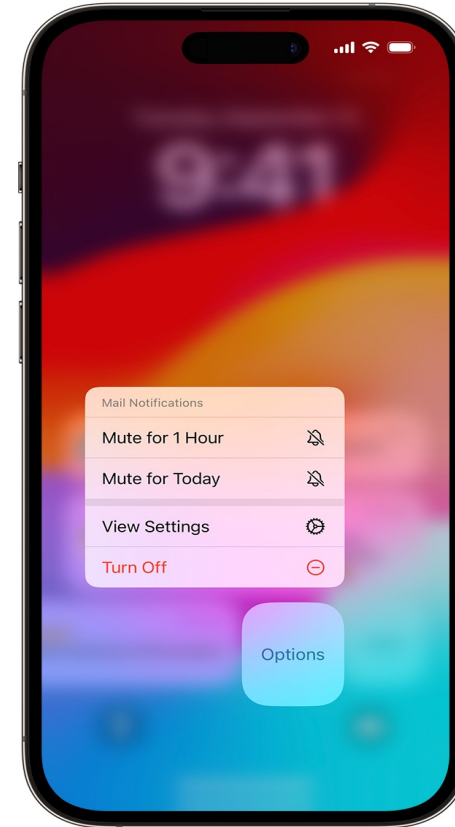
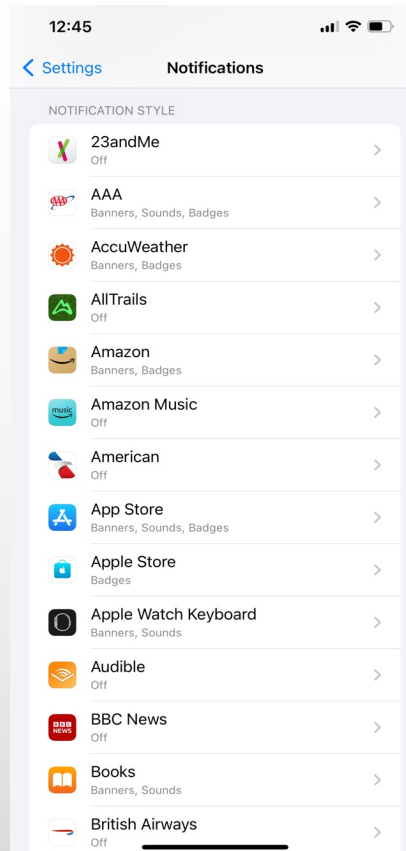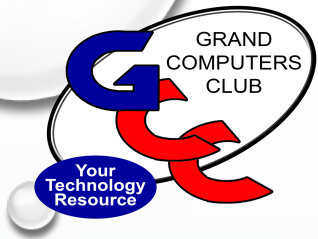# MANAGING NOTIFICATIONS DECIDING WHAT YOU WANT TO SEE (OR NOT)

- SETTINGS

- NOTIFICATIONS

- START SCROLLING THROUGH YOUR APPS – DECIDE WHICH NOTIFICATIONS YOU WANT

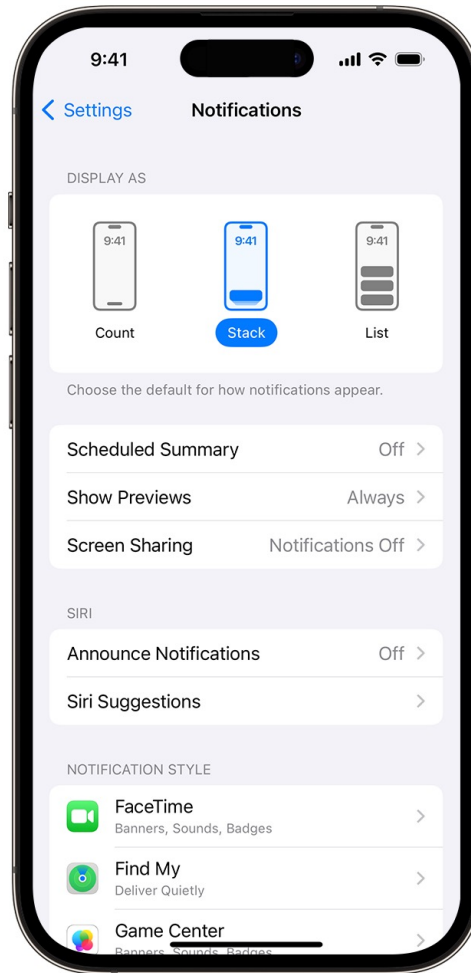- WHAT IS IMPORTANT OR NECESSARY TO YOU

NOTIFICATIONS

NOTIFICATION STYLE

- BY COUNT

- STACKED – ONE ON TOP OF ANOTHER

- LIST –

- OTHER OPTIONS:
  - SCHEDULED SUMMARY – HOW OFTEN NOTIFICATIONS APPEAR
  - SHOW PREVIEWS –
  - SCREEN SHARING -

Change how notifications appear

1. Go to Settings > Notifications.

2. Under Display As, choose how you want notifications to appear on the Lock Screen:

   - Count: Shows the total number of notifications at the bottom of the screen. You can tap the count to see notifications.

   - Stack: Shows notifications stacked at the bottom of the screen, with the most recent notification at the top.

   - List: Shows notifications in a list.

You need iOS 16 or later to change how your notifications appear.

Examples of Style and Options
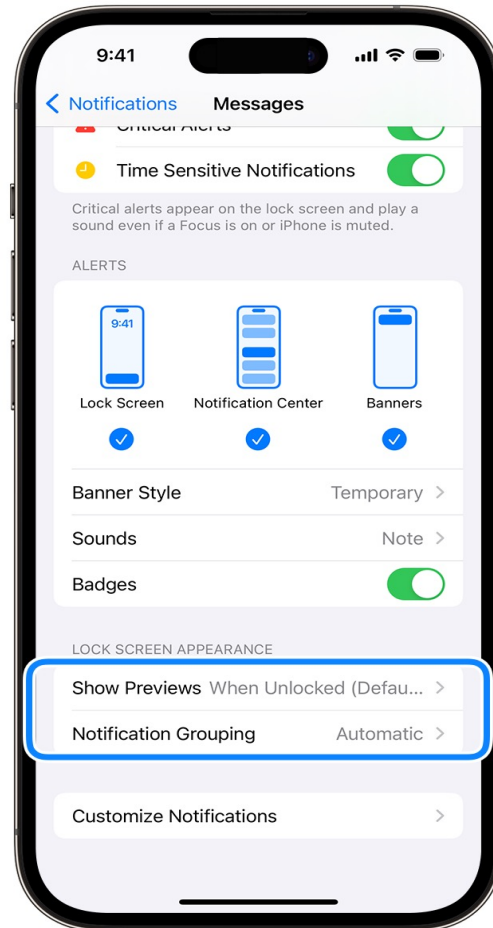
Change group notification settings

1. Go to Settings and tap Notifications.

2. Select an app and tap Notification Grouping.

3. Select one of these options:

   - Automatic: The notifications from the app are grouped according to organizing criteria within the app, such as by topic or thread.

   - By App: All the notifications from the app are grouped together.

   - Off: Turn off grouping.

Change alert styles

1. Go to Settings and tap Notifications.

2. Select an app under Notification Style.

3. Under Alerts, choose the alert style that you want. If you turn on Allow Notifications, choose when you want the notifications delivered—immediately or in the scheduled notification summary.

When you turn on badges, certain app icons can display information. If you turn on badges for Mail, for example, the number of unread emails in your inbox appears above the Mail icon on your Home Screen.

With iOS 15 and iPadOS 15 or later, you can turn on Critical Alerts for supported apps so notifications come through even if your iPhone is muted or you have a Focus set up.

Schedule a notification summary

With iOS 15 and iPadOS 15 or later, you can schedule times to receive a summary of notifications each day so you can catch up when it's convenient for you. The summary is personalized to you and ordered by priority based on how you use your apps, with the most relevant notifications at the top.

To schedule a notification summary:

1. Go to Settings > Notifications > Scheduled Summary, then turn on Scheduled Summary.
2. Under Apps in Summary, select the apps that you want to include in your notification summary.
3. Under Schedule, tap the Add button ⊕ to add a new schedule or the Remove button ⊖ to remove a schedule. Then adjust the time for each scheduled summary you have set up.

To add new apps to the summary, go back to Settings > Notifications > Scheduled Summary and select the apps under Apps in Summary. Each app appears with a number showing the average number of notifications that you receive each day from that app.
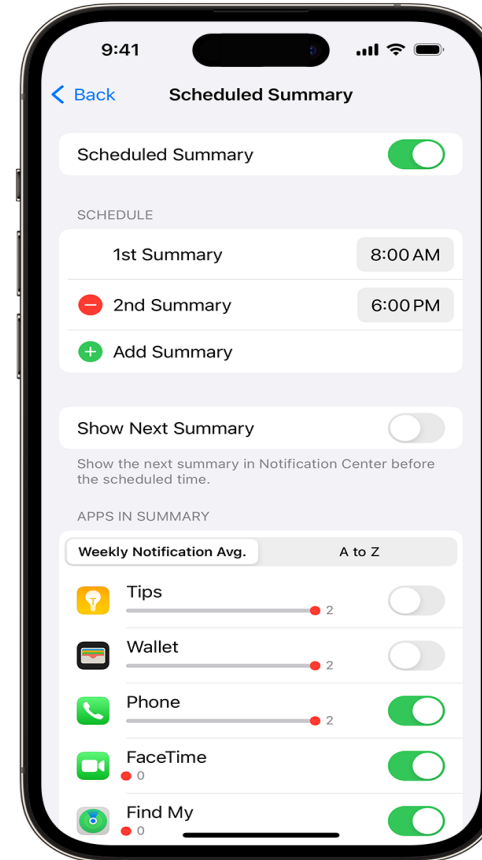
Set up location-based alerts

Some apps use your location to send you relevant alerts based on where you are. For example, you might get a reminder to call someone when you get to a specific place or when you leave for your next location.

If you don't want these type of alerts, you can turn them off. Go to Settings > Privacy & Security > Location Services, then tap an app to turn alerts on or off based on your location. Learn more about Location Services.

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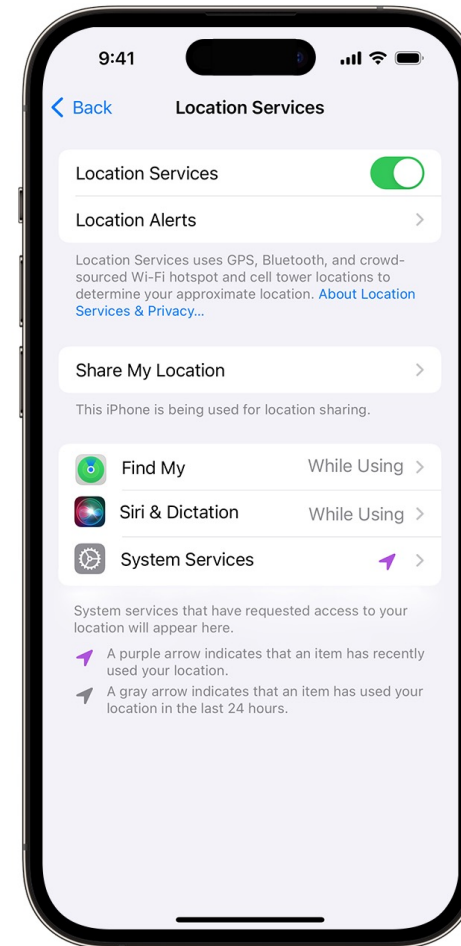
GOVERNMENT ALERTS

- SETTINGS > NOTIFICATIONS > AND SCROLL ALL THE WAY TO THE BOTTOM OF THE SCREEN

- GOVERNMENT ALERTS

  - AMBER ALERTS

  - EMERGENCY ALERTS

  - PUBLIC SAFETY ALERTS

  - TEST ALERTS

   **YOU HAVE THE OPTION OF TURNING THEM ON OR KEEPING THEM OFF**

WHEN ALL ELSE FAILS
AND IF YOU WANT MORE INFO

- GO ONLINE TO APPLE OR ANDROID SUPPORT AND TYPE IN SEARCH BAR "NOTIFICATIONS"

- HTTPS://SUPPORT.GOOGLE.COM > ANDROID

- HTTPS://SUPPORT.APPLE.COM >SEARCH NOTIFICATIONS

  FOR MORE INFO AND DETAILS (OR FOR ANY OTHER INFO YOU MIGHT NEED)

- ALSO, THE USER MANUAL FOR YOUR SMARTPHONE OR DEVICE CAN BE FOUND ON YOUR DEVICE-ON APPLE DEVICES GO TO TIPS AND SCROLL TIL YOU FIND THE USER MANUAL

- ANDROID – THE USER MANUAL CAN BE FOUND IN SETTINGS> TIPS AND HELP

- YOU CAN JOIN US FOR TECH HELP ON TUESDAY AFTERNOONS
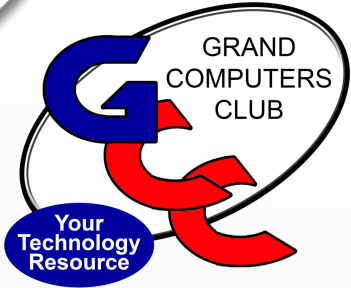
Q & A

THANK YOU FOR ATTENDING TODAY

PLEASE JOIN US AT THE COMPUTERS CLUB FOR TECH HELP AND THE MANY SERVICES THAT ARE OFFERED!

SEE YOU IN NOVEMBER!

PRESENTATION BY WELLS FARGO REP ON

HOW TO PROTECT YOURSELF FROM BANK SCAMS