

## Newent and District u3a

(https://u3asites.org.uk/newent/home)

## **Computer Improvers Group**

If you would you like to become a more confident and competent computer user, receive guidance on using more of the features included with your software or learn other uses for your computer, this Group should be able to help you.

Join us with your laptop if you have one, or just take some notes, to gain a better understanding of Windows basics including :

- Desktops/resolution/text size/screensavers/shortcuts
- Firewalls/virus protection/anti-spyware/passwords
- Drives : organising and renaming folders/files
- Copying, pasting, deleting and backing-up files
- Installing new software and deleting old software
- Installing new hardware and safely removing temporary drives
- Checking disk capacity, emptying the re-cycle bin, defragmentation

Come along if you would like more detailed knowledge of Wi-Fi, Internet Browsers, Email, Zoom, Microsoft Word, Excel and PowerPoint.

Our meetings generally take place on the 4<sup>th</sup> Monday morning of every month (except December) between 10:00 and 12:00.

New members are always very welcome. Feel free to come and join us!

For further details, please contact the Group Leader via the Newent U3A website CONTACT page <u>https://u3asites.org.uk/newent/contact</u>.