

TechTalk

A newsletter for friends and members of *LeisureWorldTECH*



A training session for Zoom presentations was held last year in the Technology Center

Technology Matters

When it was launched a brief 18 months ago, Leisure World Tech began looking for ways to help residents of this community find, understand and use technology that can improve their quality of life. With that goal in mind, we focused our efforts on issues involving accessibility and education.

The efficient operation of the Technology Resource Center is at the heart of our vision for making technology part of everyday life in Leisure World. And it is through the support and dedication of volunteers that we are able to provide residents with free access to technology in a supportive and friendly environment.

Over the past year, we have adjusted hours of operation at the resource center to make it more convenient for our visitors, and we have acquired new equipment and made other physical changes to help guests take advantage of our resources. In addition, we have offered educational programs on a range of topics and created a new website to provide additional access to available technology.

Looking forward, we are pleased to announce a number of initiatives that will expand and enhance services to better meet the needs of our community. Please see the president's message on page 2 for more information about plans for future improvements.

LeisureWorldTECH

Leisure World Tech is a 501(c)(3) organization responsible for managing the Technology Resource Center in Clubhouse 2. We promote the use of technology to improve quality of life for citizens of this community. Our services include access to equipment, training and education.

Chromebook Training at the Technology Center

In-person training for Chromebook users will be offered from 3:00-5:00 pm on Friday Oct. 11 and 18 and again on Friday, Nov. 8 and 15. Classes are limited to the first 20 people who register. Call or visit the Lifestyle office in Clubhouse 1 or 2 to register for one of these sessions.

Did You Know?

We have a Website!
Check us out at leisureworldtech.org.
You can sign up to volunteer, register for programs and classes and read about our equipment and services.



New & Noteworthy

by David Merritt

President, Leisure World Tech

On behalf of the board, I would like to convey our sincere appreciation to our monitors and volunteers for their support. Your generously given time and expertise have been invaluable to the Technology Resource Center. Thanks to your dedication and service, our residents have a convenient place, not only to use technology, but also to learn how it can help them in their daily lives.

As we look to the future, we are asking for your continued support to help improve the Resource Center. After extensive research and evaluation of options, we have identified a number of priorities that we have organized into focus areas:

- Enhanced welcome area
- Cybersecurity,
- A Learning Center
- Improved workstation area for PCs,
- Updated printing service
- Smart devices
- Artificial Intelligence (AI).

We are organizing teams to help plan and implement improvements to our physical space, equipment and services in the identified focus areas. Changes will include a new room layout designed to create a more functional and welcoming space.

Because we need your continued support to make sure that our efforts succeed, we are asking you to help by participating in one or more of the focus teams. Please see the attachment to this newsletter for more information about the teams. You can apply to volunteer at our website or sign up at the Center

Thank you for your continuing dedication of time and energy. Your contributions are truly appreciated, and we look forward to working with you to make the Technology Resource Center even more responsive to the needs of our community.

Meet the Board

The LeisureWorld Tech Board of Directors met in June to elect officers and new members. The current board is established as follows:

President	David Merritt
Vice President	Marcia Fletcher
Treasurer	Mike Thompson
Secretary	Dottie Kingsley

Members at large

Jerry Berman
Charles Gaumont
Sharon Otto

The Technology Resource Center

is located in Clubhouse 2 and is open from 11am-5 pm Monday-Friday, and from 1-3 pm Saturday, depending on the availability of monitors. A schedule is posted outside the door, and paper copies are available in the center. Call 301-598-1306 to make sure that the room is open during designated hours.

TechTalk

is published by Leisure
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David Merritt, President
Marcia Fletcher, Editor

See our bonus page in this month's Tech Talk for a list of on-line resources to help seniors choose and use digital equipment. You can also find links to helpful information at our website, www.leisureworldtech.org.

Cyber Help for Seniors

The Internet is a rich and easily accessible source of “how to” as well as “what to do” information about using digital tools. Your smart phone assistant (Siri or Hey Google) can provide you with answers to many questions. All you have to do is ask; these clever cyber genies will recognize your voice and provide information gleaned from the Internet that may or may not be what you are looking for.

Your options are not limited to your smart phone best friend. If you need more or better information, check out some of the websites listed below. These sites are just a few of the many on-line resources that can provide information and answer questions. They are focused on helping seniors with problems they may encounter as they wade into the mysteries, rewards and challenges of the cyber universe.

YouTube—A treasure trove of videos aimed at seniors seeking information about digital issues. Some are good; some not so good. If you use YouTube, look for presentations by individuals who have some credentials and whose sessions are well organized and easy to understand. Basic YouTube is free, but you’ll have to put up with advertisements. Give it a try at www.youtube.com

Senior Planet – A program associated with AARP that offers comprehensive services, including technical training and support, to seniors. Senior planet is active in Montgomery County and offers a wide array of free on-line and in-person courses dealing with technology. Find out more at www.seniorplanet.org or 240-753-0676.

Cyber Seniors – Provides free webinars and one-on-one phone support. www.cyberseniors.org; toll free 844-217-3057

Tech for Seniors – Free technical information, training and videos, including how to use Chromebooks: www.techforsenior.com.

GCF Global – This site offers free on-line help for seniors who want to learn new skills that help them use digital tools. Check them out at www.gcfglobal.org

TechlifeUnity – Formerly known as Tech Boomers, this website specializes in free, on-line courses for seniors. Choose from easy, step-by-step tutorials in everything from internet basics to setting up a Facebook account. You’ll find them at <https://www.techlifeunity.com/>

Leisure World Technology Resource Center
Operational Teams

Last Revision: 8/22/2024				
General Category	Detail Description	Primary Team Leader	Backup Team Leader	Team Member
ADA (Mobility & Sight, etc)	Plan, Develop and Maintain both hardware and software Tools for Individuals with Disabilities			David Merritt
Asset Management	HW, SW, Furniture, Equipment Asset Management System (Inventory Management)		David Merritt	
Bulletin Boards & Signage	Maintain Bulletin Board and Signage in Technology Resource Center and other places as appropriate.			
Computer Repairs Administration (TRC Equipment)	Provide all Hardware Maintenance and Repairs for Technology Resource Center as needed			David Merritt
Documentation	Maintain all documents for Center, including historical records, brochures, user guides, etc., and place them on the website.	Dottie Kingsley	Marcia Fletcher	
Facilities/Housekeeping	Maintain Center, Back Room & Basement Storage Room		David Merritt	
Finance and Budgeting	Maintain all Financial Records for the Leisure World Technology Resource Center including Taxes and 501(C)3 Information, Safe, Lock Boxes, Bank Account(s)	Mike Thompson		
Focus area: Artificial Intellegence (AI)	Oversee Design, planning, set up and ongoing Management			
Focus area: Cybersecurity	Oversee Design, planning, set up and ongoing Management			
Focus area: Print Solutions	Oversee Design, planning, set up and ongoing Management			
Focus area: Smart Devices	Oversee Design, planning, set up and ongoing Management		David Merritt	
Focus area: What's New	Oversee Design, planning, set up and ongoing Management	David Merritt		
Focus area: Training	Oversee Design, planning, set up and ongoing Management			
Focus area: Welcome Area	Oversee Design, planning, set up and ongoing Management			
Focus area: Workstations	Oversee Design, planning, set up and ongoing Management			
Fund Raising and Sales	Coordinating all fund raising activities, Flash Drives, DVD's, Cloud Storage			David Merritt
Historical Records – Keep records of all Documents	Maintain records on Website and Google Docs, etc.	Dottie Kingsley		David Merritt
Hospitality	Oversees Planning, coordinating of Special Events, Setup and Cleaning of all activities			
Monitors and Volunteers	Maintain Volunteer shift Schedules, Sign up and Notification (SW) – Implement and Maintain Recruit Volunteers, Maintain communications with Volunteers, maintain name badgers for all Monitors, Volunteers and	Sharon Otto		
Network Management	Maintain all Network HW & SW		David Merritt	
Nominating of Directors	Responsible for to annually recommend a slate of Candidates as officers for the Board of Directors to the Board of Directors. Every Officer nominated must already be a Member of the Board.		Dottie Kingsley	
Other	TBD			
Publicity/Marketing	Branding Design and Plans - Writing and distribution of Newspaper, Emails, SMS, Newsletter Marketing, Writing of Marketing materials, Developing Newspaper Articles, sends out of emails, etc., User Guide for Residents	Marcia Fletcher		
Security - Logical	Develop and Maintain Security Policies & Procedures, Maintain internet Security Suites			David Merritt
Security - Physical	Develop and Maintain Policies & Procedures			David Merritt
Software for PC's & PC's	Evaluate and Test new SW, Develop and Maintain testing procedures, Manage Cloning SW, Deep Freeze, Master list of Software	Charlie Gaumont	Aaron Fineman	David Merritt
Strategic Alliances	Develop and maintain relationships. Joint ventures with Phoenix Computers, etc.		David Merritt	
Supplies Management	Maintain (EOQ), Inventory HW & SW Inventory Forms	Mike Thompson		David Merritt
Training	Develop and Maintain List of Courses, Locations, Instructors, Schedules, Templates, Handouts, etc.	Jerry Berman	Marcia Fletcher	
Website	Update and Maintain Leisure World Technology Resource Center Website	Marcia Fletcher	David Merritt	