

# Teens Teach Technology Lesson Plans

This document lists all of our circulating series and standalone lesson plans for senior centers, libraries, and other facilities. If you have any questions, please reach out to [technology.by.teens@gmail.com](mailto:technology.by.teens@gmail.com). Please note that all TTT lessons have scheduled Q & A sessions throughout the presentation and a general Q & A session at the end of the presentation! Seniors are given the opportunity to ask about content covered in the class or any general questions about technology.

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## SERIES ONE: Basics of Day-to-Day Technology

### 1st Lesson: Social Media

30-45  
minutes  
each

- **Twitter:** How to download the application, create an account, following an account, how to like a tweet, how to retweet with and without a comment, how to generally comment on a tweet
- **Instagram:** How to download the application, create an account, following an account, private/public account, managing direct messages, posting a new photo
- **Facebook:** How to download the application, create an account, adding friends, posting a picture

### 2nd Lesson: Daily Applications

- **Food Apps:** UberEats (using the application to order food)
- **Grocery Shopping Apps:** Instacart (selecting a store, browsing & purchasing items, delivery/pick-up), Amazon Whole Foods Market (selecting items and purchasing them)
- **Educations Apps:** Duolingo (creating an account, practicing and additional features)
- **Reading Apps:** Amazon Kindle (Sign Up for Kindle, finding a book, purchasing or downloading a book, reading and features)

### 3rd Lesson: Entertainment

- **Music Apps:** Spotify (downloading signing up, creating a playlist of songs), Amazon Music (exploring songs, using feature and listening to music), Apple Music (finding song of your choice)

- **Video Streaming:** YouTube (downloading the application, find videos of your interest), Netflix (Downloading the application, creating profiles, finding TV shows and movies), Amazon Prime Video (downloading and choosing shows), Hulu and Disney Plus (downloading and finding shows)

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## **SERIES TWO: Internet Safety (choose 3/6 lessons)**

30-45  
minutes  
each

### **1st Lesson: Avoiding Viruses on the Internet**

- **What is a computer virus?**
- **How do you avoid viruses on the internet?** Fake download button ads, “clickbait” ads, scareware scams
- **How do you secure your personal information?** Being careful with messages from strangers, have anti virus programs on your computer, what to do if there is a virus in your computer, download a VPN

### **2nd Lesson: Scam Emails**

- **What are scam emails?** Indicators of scam emails: flagged by gmail, suspicious language and grammatical errors, suspicious email address/content, attachments and links
- **How to avoid scam emails:** Blocking the sender, report the email, delete the email, how to undo your actions
- **Phishing attacks**

### **3rd Lesson: Scam Calls**

- **What is a scam call?** How do you identify one?
- **Common Scam Calls:** IRS Tax Fraud Calls, fake bank/credit calls, lottery and giveaway winner calls, other types of scam calls
- **How to deal with scam calls:** Reporting calls, blocking a phone number, call filtering apps, other effective tactics
- **What to do if you have been scammed?** Personal info and money

### **4th Lesson: Protecting your Passwords**

- **Making & storing passwords:** What does a bad, good, and really good password look like? What are considerations to make when storing them?
- **Using password managers:** Pros & cons of using online password managers, how to download & use Dashlane

### **5th Lesson: VPNs**

- **What is a VPN & IP Address?** VPN functionality, benefits of using a VPN, privacy, protection & location spoofing
- **Hotspot Shield VPN:** Downloading Hotspot Shield VPN on mobile & computer devices, creating an account, turning on VPN, premium feature

## 6th Lesson: Using Ad Blockers

- **Reviewing types of Ads:** Pop-up ads, clickbait ads, fake download button ads, scareware ads
  - **What are Ad blockers?** Benefits & drawbacks of using ad blockers, examples of free/paid ad blockers
  - **Ad blockers for computers:** How to download & use Opera Browser, how to download & use Adblock Extension
  - **Ad blockers for phones:** How to download & use Adblock Pro for Safari on a mobile device
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## **SERIES THREE: Google Applications (choose 4/9 lessons)**

30-45  
minutes  
each

### 1st Lesson: Gmail

- Creating and signing into a Gmail account, using the interface, completing tasks such as sending and responding to emails, and utilizing other helpful features including organization and personalization.

### 2nd Lesson: Google Drive

- Signing into Drive through your Google account, navigating and organizing your drive, uploading, creating, and moving new files, and other important details to effectively utilize Google Drive.

### 3rd Lesson: Google Calendar

- Viewing and navigating your calendar, creating, modifying, and sharing events, and accessing and utilizing Google Meet through the calendar.

### 4th Lesson: Google Photos

- Downloading the application, signing into an account, navigating the platform, understanding tools to edit, share, and group photos, and using other utilities within the app.

### 5th Lesson: Google Maps

- Understanding and utilizing the different tabs within Google Maps (Explore, Commute, Saved, Contribute, and Updates).

### 6th Lesson: Google Translate

- Understanding the options on the translator, using it with text and conversations, translating with your phone camera through scans or imports, and other useful features.

### 7th Lesson: Google Hangouts

- Features on Google Hangouts, messaging, utilizing group/video chat features, sending/accepting invites and using tools within Hangouts.

## **8th Lesson: Google Sheets**

- How to access Google Sheets, entering and formatting data, creating and utilizing charts, and sharing spreadsheets with others

## **9th Lesson: Google Earth**

- How to download Google Earth on various devices, searching for specific locations, various features of the program

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## **SERIES FOUR: Apple General Functionalities (choose 2/3 lessons)**

30-45  
minutes  
each

### **1st Lesson: Pre-Installed Apps**

- Understanding basic functions and buttons on Apple devices and using utility, photography, lifestyle, and most other pre-installed apps.

### **2nd Lesson: Utility Settings**

- Understanding and changing utility and security settings on your device, such as passcode, medical ID, bluetooth, and many others.

### **3rd Lesson: Home Screen Features**

- Adding to and utilizing features on your home screen menu, changing device settings, organizing and personalizing your home screen, understanding iCloud, changing text, language, and privacy settings, and using other general functions on Apple devices.

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## **SERIES FIVE: Smart Home (choose 2/4 lessons)**

25-45  
minutes  
each

### **1st Lesson: Smart Home Devices**

- Overview of the various types of devices, such as thermostats, speakers, lights, outlets, and security systems

### **2nd Lesson: Nest Thermostat**

- Descriptions of the various thermostats available (along with their prices), setting up the device and the associated app, and features of the app

### **3rd Lesson: Speakers**

- Overview and uses of smart speakers, different types of devices available, and how to set up the devices and corresponding apps

### **4th Lesson: Security Systems**

- Overview and uses of smart home security systems, products and apps available, and how to set up the products and corresponding apps

## SERIES SIX: Health & Safety (choose 5/10 lessons)

30-40  
minutes  
each

### Healthy Minds Program

- Downloading and getting started with the app
- Important features, such as exploring lessons, practicing with a timer, donating, setting up your profile, and connecting to apple health

### MediSafe

- Downloading MediSafe, signing up, and setting up your health profile
- Adding medications, checking interactions, adding doctors, adding diary entries and trackers, adding a dependent, and account options

### COVID-19: Scheduling a Vaccine Appointment

- Vaccine eligibility, understanding the types of vaccines available, scheduling an appointment with Walgreens and CVS, and other appointment tips.

### “Find My”

- Importance of “Find My”, how to log in, how to set up the app
- Adding/tracking devices, sending and requesting location, seeing other people’s locations, temporary and permanent sharing, AirTags, iOS 17, and notifications

### Life360

- Importance of Life360 and downloading/getting started with the app
- Joining a circle, current location, location history, adding an item, adding a place, driving details, safety features, membership options, settings, messages, switching circles, checking in, and SOS

### Yuka

- Downloading and getting started with the app
- Scanning a product, product details, history, recommendations, top products, reporting issues, inviting friends, upgrading your account, and premium member features.

### Follow My Health App

- Downloading and getting started with the app
- Setting your address, connecting to providers, accessing your messages and health information, notifications, emergency contacts, and signing out

### WebMD

- Downloading the app and creating an account
- Checking symptoms, prescription discounts, pill identifiers, medication reminders, finding doctors, drug interactions, and various profile features

## MyFridgeFood (Short Lesson)

- Downloading and setting up the app, choosing ingredients, and using the categories.

## Our Groceries (Short Lesson)

- How to download the app, creating and adding to shopping lists, and creating recipes

## BUNDLES

Combinations of lessons with similar themes that pair well together

30-40  
minutes  
each

1. **Scam Calls + Scam Emails**
2. **VPNs + Protecting Passwords**
3. **Google Earth + Google Maps**
4. **Notion + Todoist**
5. **Groupon + Yuka**
6. **Our Groceries + Groupon**

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## STANDALONE LESSONS

30-45  
minutes  
each

### Family Communications Lesson

- **FaceTime:** How to call someone, pick up/decline a call, group calls, and features
- **Skype:** How to find/install skype on your device (computer and phone), signing in/ creating an account, and features

### Libby Lesson

- Downloading and navigating the Libby app, connecting your library card, searching, previewing, and borrowing books, and using reading features within the app.
- Please Note: For this lesson, you will need a library card in order to access Libby's features.

### Amazon Kindle

- Signing in and out of the app, searching for books, using categories, filtering results, adding items to the cart and checking out, read and use features, and adding books to your list.

### Amazon Website

- Creating an account and signing in, browsing the catalogs, writing reviews, various other features of the website, and checking out

## General Functionalities for PC

- Figuring out if you have a PC or laptop, basic functions, safety features, accessibility options, and home screen features.

## Notion Website (Short Lesson)

- Creating a Notion account, making a new page, using the features within the page, and utilizing the premade templates.

## Zoom

- Downloading Zoom, making an account, creating a meeting, joining a meeting in various ways, and features within the meeting.

## Todoist

- Downloading and getting started with the app
- Adding new tasks, activity logs, viewing your inbox, searching and browsing, notifications, settings, and your profile

## Expensify

- Downloading Expensify and setting up the app
  - Scanning receipts, creating and tracking expenses, invoices and reports, and app settings
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## NOTE GUIDES

### Quick 1-3 page summaries of various lessons

- Facebook
- Zoom
- Protecting your passwords