TECHNOLOGY 101

Basic Skills & Knowledge

North Carolina Conference of The United Methodist Church
What We Will Cover Today

• Common Technology Terms
• How technology is being used across our districts
• How to set up and use Google Mail (e-mail)
• How to set up and use Google Hangouts
The Evolution of Communication Methods

Late 90’s - Email
1994 - the Internet
1981 - first IBM laptops sold
1979 - Cell phone
1971 - US Postal Service
1947 - Fax Machines
1944 - Computers
1923 - TV
1916 – Radios w/ tuners
1876 - Telephone
1861 - Pony Express
1843 - Morse Code
1831 - Electric Telegraph
1650 - Daily Newspaper
Technology Can Be Confusing

- Email
- Texting
- Instant Messaging (IM)
- Facebook Messaging
- Skype
- Twitter
- Blogging
- Teleconferencing
What is E-mail?

Discussion Points

• How does it work?
• What equipment / service do you need to use it?
• What are the benefits of using it?
• Does our UMC NC Conference use it?
What is Texting?

Discussion Points

• How does it work?
• What equipment / service do you need to use it?
• What are the benefits of using it?
• Does our UMC NC Conference use it?
What is Tweeting?

Discussion Points

• How does it work?
• What equipment / service do you need to use it?
• What are the benefits of using it?
• Does our UMC NC Conference use it?
What is Teleconferencing?

Google Hangouts
What is Teleconferencing?

FaceTime
What is Teleconferencing?

Skype
What is a Website?

Discussion Points

• How does it work?
• What equipment / service do you need to use it?
• What are the benefits of using it?
• Does our UMC NC Conference use it?
What is Instant Messaging?
(aka “IM” or “chatting”)

Discussion Points

• How does it work?
• What equipment / service do you need to use it?
• What are the benefits of using it?
• Does our UMC NC Conference use it?
What is a Webinar?

Discussion Points

• How does it work?
• What equipment / service do you need to use it?
• What are the benefits of using it?
• Does our UMC NC Conference use it?
Explaining Different Hardware / Equipment

Desktop Computer

Discussion Points
• Purpose
• What are the benefits of using one?
• Does our UMC NC Conference use them?
Explaining Different Hardware / Equipment

Laptop Computer

Discussion Points

- Purpose
- What are the benefits of using one?
- Does our UMC NC Conference use them?
Explaining Different Hardware / Equipment

Netbooks

Discussion Points

• Purpose
• What are the benefits of using one?
• Does our UMC NC Conference use them?
Explaining Different Hardware / Equipment

Tablets

Discussion Points

• Purpose
• What are the benefits of using one?
• Does our UMC NC Conference use them?
Explaining Different Hardware / Equipment

Smart Phones
(iPhone, Android & Blackberry)

Discussion Points

• Purpose
• What are main differences?
• Does our UMC NC Conference use them?
How To Use E-mail

(using Google Mail)
How To Open Your Google E-mail

Step 1 - Logon onto www.nccumc.org

Step 2 - Click on Email  (see circled in red below)
How To Open Your Google E-mail

Step 3 - type in your Username & Password and click the “Sign In” button.
How To Use Your E-mail Account
How To Use Hangouts
(using Google+)
How To Use Hangouts

Step One: Click the Start a Hangout Button
How To Use Hangouts

Step Two: Click the Settings Button
How To Use Hangouts

Step Three: Make Sure Your Camera and Microphone are Working
How To Use Hangouts

Step Four: Hangout!