

# Basic Computer Training

Do any of these statements sound familiar to you?

1. *I don't know anything about computers.*
2. *I'm not computer savvy.*
3. *I'm afraid I might hit the wrong button and break something.*
4. *I don't know how to...*

These basic computer lessons may not make you into an expert, but they will help you get familiar with your computer and create a better online experience for you. They will help you to discover an incredibly rich and diverse World Wide Web, allow you to keep in touch with family and friends and so much more. The lessons are free and you can proceed at your own pace through some or all of the lessons listed below.

- **Mastering Basic Computer Skills**  
<https://www.youtube.com/watch?v=DOuIByRFROM>
- **Your Computer**  
[https://www.youtube.com/watch?v=P9\\_xY3vo2EE&list=PLDD3779650ABA58A8](https://www.youtube.com/watch?v=P9_xY3vo2EE&list=PLDD3779650ABA58A8)
- **Using your mouse**  
<https://www.youtube.com/watch?v=Ipo9PP44YS0&list=PLDD3779650ABA58A8&index=2>
- **Understanding your cursor**  
<https://www.youtube.com/watch?v=YjW4-3SjvVI&list=PLDD3779650ABA58A8&index=3>
- **Your computer keyboard**  
<https://www.youtube.com/watch?v=iedAF7sD6jk&list=PLDD3779650ABA58A8&index=4>
- **Your desktop and Icons**  
<https://www.youtube.com/watch?v=LT2KtpEyoIY&list=PLDD3779650ABA58A8&index=5>
- **The Recycle Bin and Icons**  
<https://www.youtube.com/watch?v=ODU31Mhr6U&list=PLDD3779650ABA58A8&index=6>
- **Personalising Your Computer Desktop**  
<https://www.youtube.com/watch?v=zn8tuxR9UPI&list=PLDD3779650ABA58A8&index=7>
- **e Desktop Shortcut**  
<https://www.youtube.com/watch?v=XPWyePNJDTE&list=PLDD3779650ABA58A8&index=8>
- **Adding Desktop Gadgets to your Desktop**  
<https://www.youtube.com/watch?v=gdHXUrDmF04&list=PLDD3779650ABA58A8&index=9>
- **Taskbar or task bar**  
<https://www.youtube.com/watch?v=4Y4qU8eBac&list=PLDD3779650ABA58A8&index=10>

- **The Start Menu**  
<https://www.youtube.com/watch?v=jjLt19vxdME&list=PLDD3779650ABA58A8&index=11>
- **Identifying Parts of an Application Window**  
<https://www.youtube.com/watch?v=SbfahQYd7xg&list=PLDD3779650ABA58A8&index=12>
- **Working With Windows**  
<https://www.youtube.com/watch?v=Wh6Bk0jNBRI&list=PLDD3779650ABA58A8&index=13>
- **Document Creation in Wordpad**  
<https://www.youtube.com/watch?v=iypcZMtXVIA&list=PLDD3779650ABA58A8&index=14>
- **Computer files and folders**  
<https://www.youtube.com/watch?v=8Ymw66bADnA&list=PLDD3779650ABA58A8&index=15>
- **The Internet**  
[https://www.youtube.com/watch?v=Sp4kJceoS\\_A&list=PLDD3779650ABA58A8&index=16](https://www.youtube.com/watch?v=Sp4kJceoS_A&list=PLDD3779650ABA58A8&index=16)
- **What is a web browser?**  
<https://www.youtube.com/watch?v=VuJ1aDEf1NE&list=PLDD3779650ABA58A8&index=17>
- **Web browser basics**  
[https://www.youtube.com/watch?v=8\\_yR7DYNJKA&list=PLDD3779650ABA58A8&index=18](https://www.youtube.com/watch?v=8_yR7DYNJKA&list=PLDD3779650ABA58A8&index=18)
- **Changing the Browser Home Page in Internet Explorer**  
<https://www.youtube.com/watch?v=yr7a0VKM8-U&list=PLDD3779650ABA58A8&index=19>
- **Using The Browser Address Bar**  
<https://www.youtube.com/watch?v=ZIANtmIL1vM&list=PLDD3779650ABA58A8&index=20>
- **What Are Hyperlinks?**  
<https://www.youtube.com/watch?v=P9rgz-Whajl&list=PLDD3779650ABA58A8&index=21>
- **Saving Favourites in Internet Explorer**  
<https://www.youtube.com/watch?v=R89g0S2-Mx4&list=PLDD3779650ABA58A8&index=22>
- **What is a Search Engine? - Using Google to Search the Web**  
[https://www.youtube.com/watch?v=KZnswj\\_xOrY&list=PLDD3779650ABA58A8&index=23](https://www.youtube.com/watch?v=KZnswj_xOrY&list=PLDD3779650ABA58A8&index=23)
- **Global Google**  
<https://www.youtube.com/watch?v=ZIII30OavCY&list=PLDD3779650ABA58A8&index=24>
- **Filling forms and logging in**  
<https://www.youtube.com/watch?v=ZcsL8ytPD4Q&list=PLDD3779650ABA58A8&index=25>
- **What is e-mail?**  
<https://www.youtube.com/watch?v=FLXNWOP7Tts&list=PLDD3779650ABA58A8&index=26>
- **Using My Email**  
<https://www.youtube.com/watch?v=m6P0HXvS91M&list=PLDD3779650ABA58A8&index=27>
- **Using My Email Part 2**  
<https://www.youtube.com/watch?v=Y4KQK48nuRU&list=PLDD3779650ABA58A8&index=28>

- **Creating an Email Account With Hotmail Online**  
[https://www.youtube.com/watch?v=kMLQL\\_7FwPg&list=PLDD3779650ABA58A8&index=29](https://www.youtube.com/watch?v=kMLQL_7FwPg&list=PLDD3779650ABA58A8&index=29)
- **Email file attachments**  
<https://www.youtube.com/watch?v=THldNJg15ml&list=PLDD3779650ABA58A8&index=30>
- **Hoax emails and email scams**  
<https://www.youtube.com/watch?v=ZUekSR4kJpg&list=PLDD3779650ABA58A8&index=31>