

Tablet Basics Tutorial

A friendly guide to help you feel confident using your iPad or Android tablet. We'll take it step by step together.

FOR SENIORS AGES 65+



Getting to Know Your Tablet

Power Button

Press and hold to turn on or off. A quick press wakes up your screen.

Volume Buttons

Located on the side. Press up to increase sound, down to decrease.

Home Button

iPad: Round button at bottom. Android: Touch icon at screen bottom. Returns you to main screen.



Touch Screen Basics

Your tablet responds to gentle finger touches. Here are the essential gestures you'll use every day:

01

Tap

Touch the screen briefly with one finger to select or open something.

02

Swipe

Slide your finger across the screen to scroll through pages or photos.

03

Pinch

Use two fingers to zoom in (spread apart) or zoom out (pinch together).

04

Press and Hold

Keep your finger on the screen for a moment to see more options.

Connecting to WiFi

iPad Instructions

Open **Settings** (gear icon)

Tap **Wi-Fi**

Turn Wi-Fi **ON**

4. Choose your network name

5. Enter your password

Tap **Join**

Android Instructions

Open **Settings**

Tap **Connections** or **Network**

Tap **Wi-Fi**

Turn Wi-Fi **ON**

5. Select your network

Enter password and tap **Connect**



Helpful Tip: Your WiFi password is often on a sticker on your router. Ask a family member if you need help finding it.

Installing Apps Safely

Use Official Stores Only

iPad: Use the **App Store** (blue icon with white "A"). Android: Use **Google Play Store** (colorful triangle icon). These are safe places to get apps.

Check Reviews and Ratings

Before downloading, look at star ratings and read what other users say. Apps with many positive reviews are generally trustworthy.

Review Permissions

Apps may ask to access your camera, photos, or location. Only say "yes" if it makes sense. A game doesn't need your contacts!



Using Your Browser and Email

Web Browsing

Safari (iPad) or Chrome (Android) lets you visit websites.

Tap the address bar at top, type what you're looking for, and tap "Go."

Email Made Simple

Use the Mail app (iPad) or Gmail (Android). Tap the compose button (pencil or plus sign) to write. Tap send when ready.

- Safety Reminder:** Be cautious of emails from strangers. Don't click links or download attachments unless you're expecting them.

Video Calling with Family

Stay connected with loved ones face-to-face! Video calling is easier than you think.



Choose Your App

1

FaceTime (iPad only), Zoom, or WhatsApp all work great. Ask family which they prefer.



Accept the Call

2

When someone calls, tap the green phone icon to answer with video, or the red to decline.



During the Call

3

You'll see buttons to mute your microphone, turn off your camera, or end the call when finished.



Essential Security Settings

These settings help keep your information safe and private:



Set a Strong Password

Use a passcode, fingerprint, or face recognition to lock your tablet. Go to Settings → Security or Touch ID.



Keep Software Updated

Updates include important security fixes. Go to Settings → Software Update and install when available.



Review Privacy Settings

Check Settings → Privacy to control which apps can access your photos, location, and personal information.

Your Handy Quick Reference Card

Save or print this for easy reference:

Common Problems

Screen won't turn on: Press and hold power button for 10 seconds

App is frozen: Close the app and reopen it

WiFi won't connect: Turn WiFi off, wait 10 seconds, turn back on

Forgot password: Use "Forgot Password" link or ask family for help

Need More Help?

- Ask a family member or friend
- Visit your device manufacturer's website
- Call customer support (number in your tablet's manual)
- Visit CSNP.org for more senior-friendly guides

 **Remember:** Everyone learns at their own pace. Be patient with yourself, and practice a little each day. You've got this!



About Cybersecurity Non-Profit (CSNP)

"Making cybersecurity knowledge accessible to everyone through education, community, and practical resources."

Our Programs

- Business & Non-Profit Security
- Family Cybersecurity
- Kids Safety
- Senior Digital Safety
- Women's Security
- Parents & Educators

Free Resources

Everything we offer is completely free. Visit csnp.org to explore our programs.

Access helpful guides and tutorials at csnp.org/resources

We're here to help you stay safe online!