



CITY OF SPRINGFIELD - DEPARTMENT OF ELDER AFFAIRS

COMPUTER ROOM TECH HELP CENTER



Diomaris is providing one on one tech help for Raymond A. Jordan Senior Center members.

Computer Help



- Learn basic computer skills
- Browse the internet
- Use your own laptop

Smartphone Help



- Send texts & photos
- Download apps
- Block numbers
- Report Spam
- Bluetooth devices

Email Help



- Email Account Creation
- Send emails
- Send attachments
- Organize Email

Resume Assistance



- Create & update it
- Tailor your resume for the job you want
- Organize your work history & skills

Digital Organization



- Create reminders
- Set Doctor Appointments
- Set Zoon/Google meet accounts

Photo, File & Devices



- Download pictures & files
- Organize Folders
- Help with Update devices

APPOINTMENTS



- ✓ By appointment only
- ✓ No registration required

- ✓ Stop by Computer Room 109
- ✓ Ask for Diomaris



Call:
413-750-2090



HOURS



Monday to Wednesday:
9:00 AM - 1:30 PM



Thursday:
9:00 AM - 2:00 PM



Friday:
Off



WHAT TO BRING

- Your device (phone, tablet, or laptop), if needed

- For resume help: your old resume (if you have one)

- If you do NOT have a resume (a form will be provided)



EASY TO
FOLLOW HELP



BRING PASSWORD OR
LOGIN INFORMATION
IF NEEDED



QUESTIONS ARE
ALWAYS WELCOME!

**ALL MEMBERS ARE WELCOME. FRIENDLY ONE ON ONE
SUPPORT FOR EVERYDAY TECHNOLOGY NEEDS**