Connect Through Tech

Tech Coaching
Quick Start Guide

Using a Smartphone to Communicate with Family, Friends and Others

Select, Download and Install Apps from Google Play Store

Android Galaxy

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v 1.0

Connect Through Tech

Table of Contents

Connect Through Tech

Benefits

When people talk about how much they use their phone, or how their phone has replaced their computer, apps are the reason why. Apps make your smartphone easy, fun and versatile.

An app, short for application, is a software program that allows you to perform a specific task or set of tasks. Your phone came with some apps ready to use, but being able to **download** (add to phone) additional apps to your phone allows you to customize what you can do with your phone based on your interests, tasks you need to do, services you frequently use and so much more! The best part is that apps are often free and always easy to get.

With your DOROT user guide, you have everything you need to begin!

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Prerequisites

- Android smartphone, operating system 8.x (Oreo) or later
- Active mobile provider (e.g. Verizon, Sprint, AT&T)
- Google account added to smartphone

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Introduction

Selecting, downloading and installing apps is a quick, easy and often inexpensive way to make your phone the best device for your own individual needs.

Android users get their apps from the Google Play Store, which is easily accessible from any Android phone. There are applications for anything you can imagine (and even things you can't!) This guide will show you how to navigate through the Play Store, give you a few suggestions on apps, and show you how to get an app onto your phone and ready for you to use.

Many apps are free and some need to be purchased. Some apps are free to add to your phone and use basic features, but also offer the option of additional features that require a payment. This guide will show you how to understand the cost of an app before you choose it.

Once you choose an app, the next step is to **download** it (add to your phone). When downloading a free app, it is recommended to use a Wi-Fi connection, rather than a cellular connection. Downloading an app can take much

Introduction (continued)

longer with a cellular connection and will use data from your mobile phone plan.

To protect your financial information when downloading an app you must pay for (most apps are free), you should only use a **secure Wi-Fi** or your cellular connection. A **secure Wi-Fi** means a Wi-Fi that **only you** know the password to access it. This is the opposite of public Wi-Fi networks where all patrons are given the same password or there is no password required, such as at *Starbucks* and the *NY Public Library*.

Creating a Google Account

To be able to **download** (add to phone) new apps, you will need a Google Account. If you didn't create one when setting up your phone, refer to the guide *Creating a Google Account.*

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If You Forget Your Google Account Password

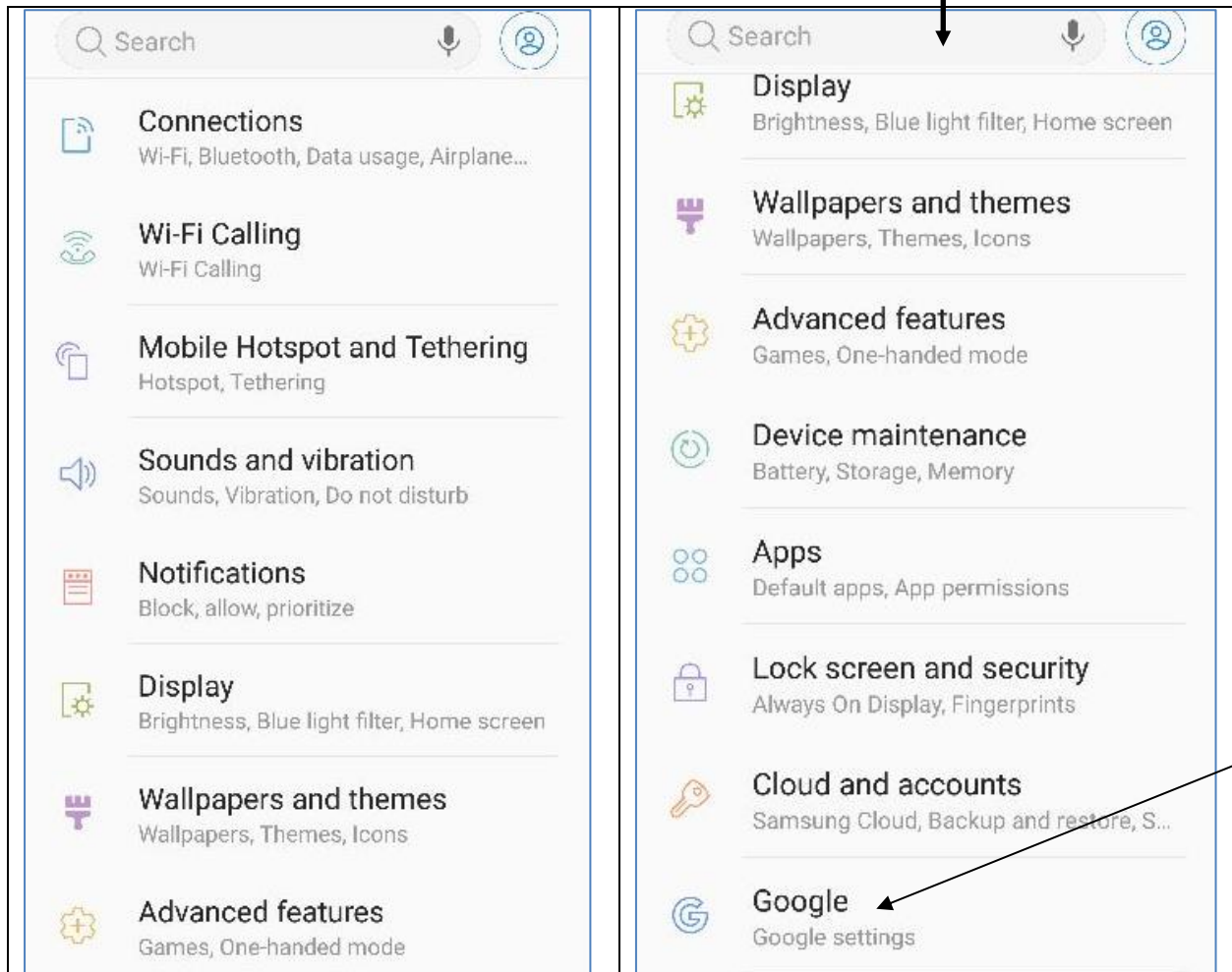Step 1. **Click** (tap) on Settings icon (picture)

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If You Forget Your Google Acct Password (continued)

Step 2. Scroll down to **click** (tap) on *Google.*

Q Search	**Q** Search
Connections Wi-Fi, Bluetooth, Data usage, Airplane...	**Display** Brightness, Blue light filter, Home screen
Wi-Fi Calling Wi-Fi Calling	**Wallpapers and themes** Wallpapers, Themes, Icons
Mobile Hotspot and Tethering Hotspot, Tethering	**Advanced features** Games, One-handed mode
Sounds and vibration Sounds, Vibration, Do not disturb	**Device maintenance** Battery, Storage, Memory
Notifications Block, allow, prioritize	**Apps** Default apps, App permissions
Display Brightness, Blue light filter, Home screen	**Lock screen and security** Always On Display, Fingerprints
Wallpapers and themes Wallpapers, Themes, Icons	**Cloud and accounts** Samsung Cloud, Backup and restore, S...
Advanced features Games, One-handed mode	**Google** Google settings

Connect Through Tech

If You Forget Your Google Acct Password (continued)

Step 3. **Click** (tap) on *Manage your Google Account.*

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If You Forget Your Google Acct Password (continued)

Step 4. Scroll to right on top menu (e.g. Home, Personal Info etc.) until you see *Security*, then **click** (tap) on *Security*.

If You Forget Your Google Acct Password (continued)

Step 5. Under *Signing in to Google*, **click** (tap) on *Password*.

Connect Through Tech

If You Forget Your Google Acct Password (continued)

Step 6. **Click** (tap) on *Forgot password*.

If You Forget Your Google Acct Password (continued)

Step 7. If you think you may remember your password, **enter** (type) it below, then **click** (tap) *Next*. If not, **click** (tap) on *Try another way*.

If You Forget Your Google Acct Password (continued)

Step 8. **Click** (tap) Yes.

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If You Forget Your Google Acct Password (continued)

Step 9. **Enter** (type) a new password of at least 8 characters in both boxes shown below, then scroll down and **click** (tap) on *Next*.

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If You Forget Your Google Acct Password (continued)

Step 10. **Enter** (type) your new password again to confirm your password change, then **click** (tap) *Change Password*. (NOTE – If Google tells you have already used this password, choose a different one.)
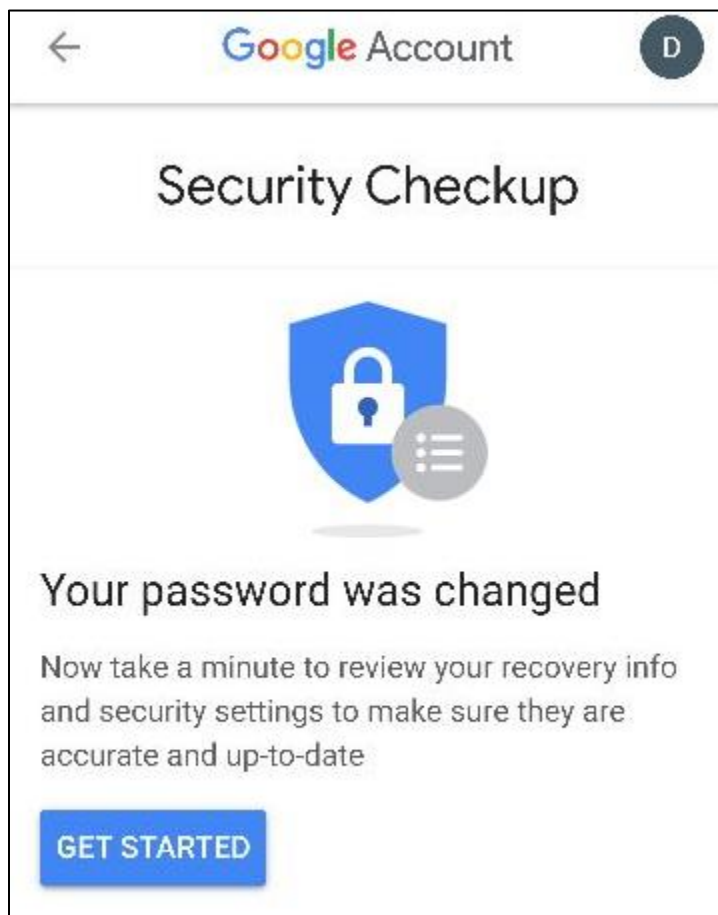
Connect Through Tech

If You Forget Your Google Acct Password (continued)

Step 11. Your password is changed. (NOTE - Reviewing your recovery info and security settings are optional.)
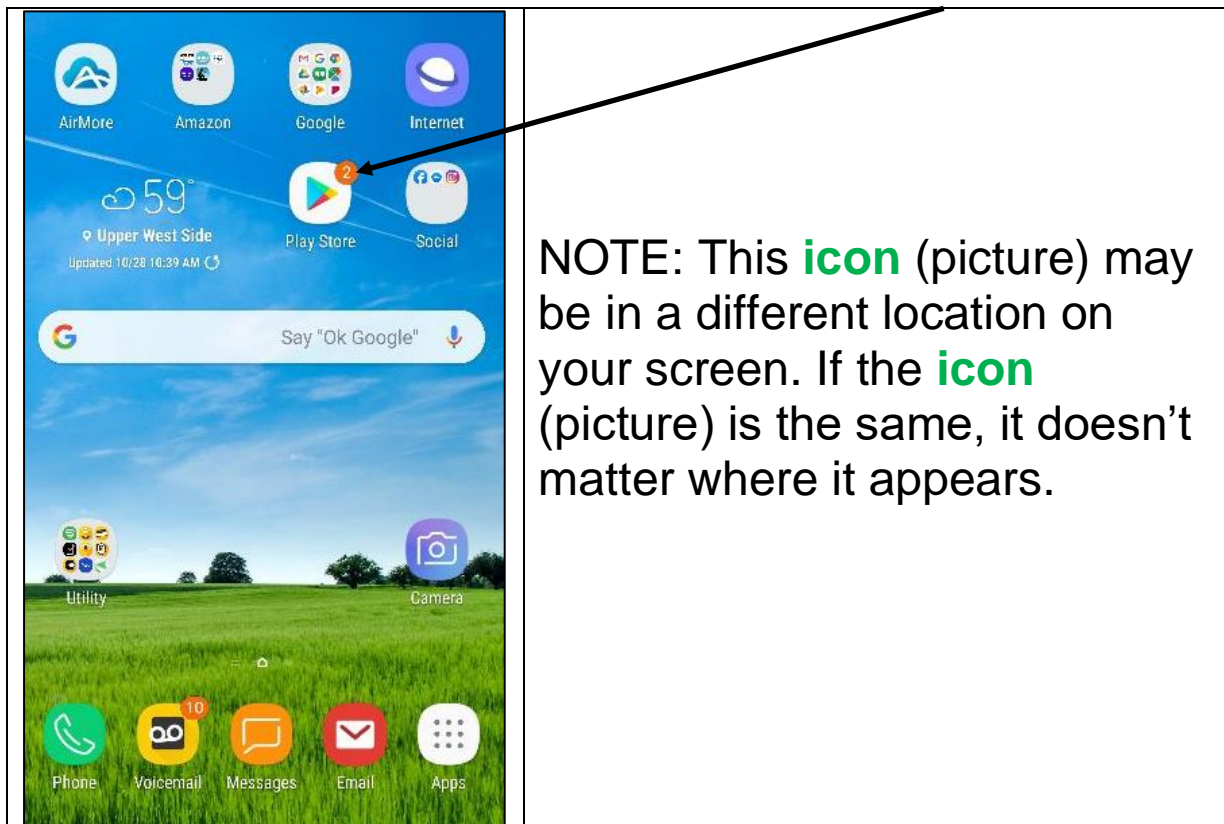
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Finding Apps in the Play Store

Shopping for new apps is fun! The Google Play Store provides access to over 2 million software programs (apps) designed to run on Android mobile devices.

- In order to select the right apps for you, you will find out what's available
- Check reviews and pricing (many are free!)

The next few sections will walk you through these steps. To access the Play Store, **click** (tap) on *Play Store.*
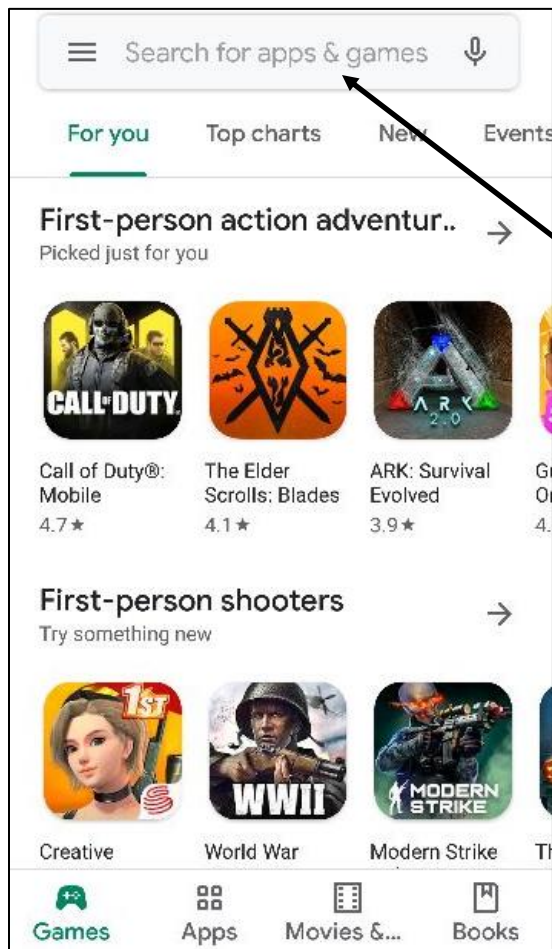

NOTE: This **icon** (picture) may be in a different location on your screen. If the **icon** (picture) is the same, it doesn't matter where it appears.

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Finding What's Available – *Search*

Step 1. The most direct way to look for apps is to use the *Search* **icon** (picture) to look for apps that are of most interest to you. **Click** *(tap)* on *Search for apps & games.*
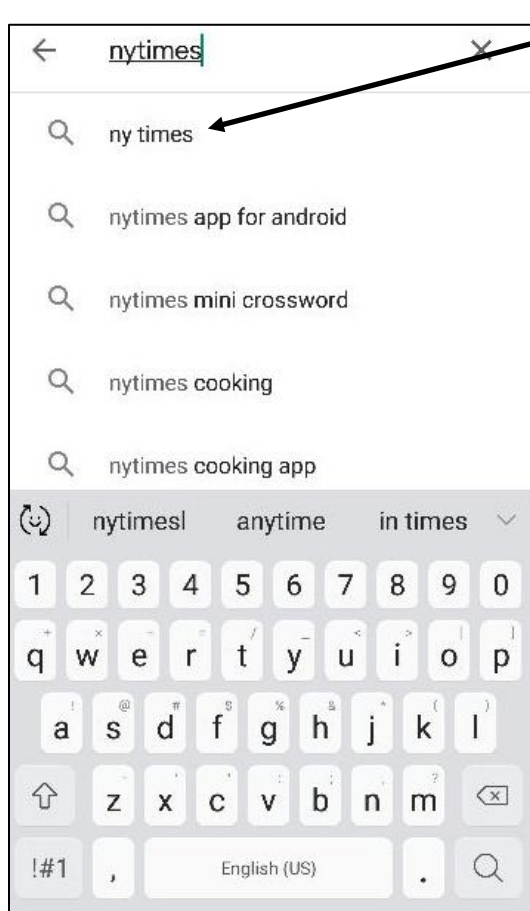
Connect Through Tech

Finding What's Available – *Search*
(continued)

Step 2. **Enter** (type) name of app if you know it, like "NY Times." You can also type a more general word that describes the kind of app you wish to find, like "newspaper" or "news." A list of options will appear. **Click** (tap) on desired app to review it. This is like window shopping – looking, not acquiring.
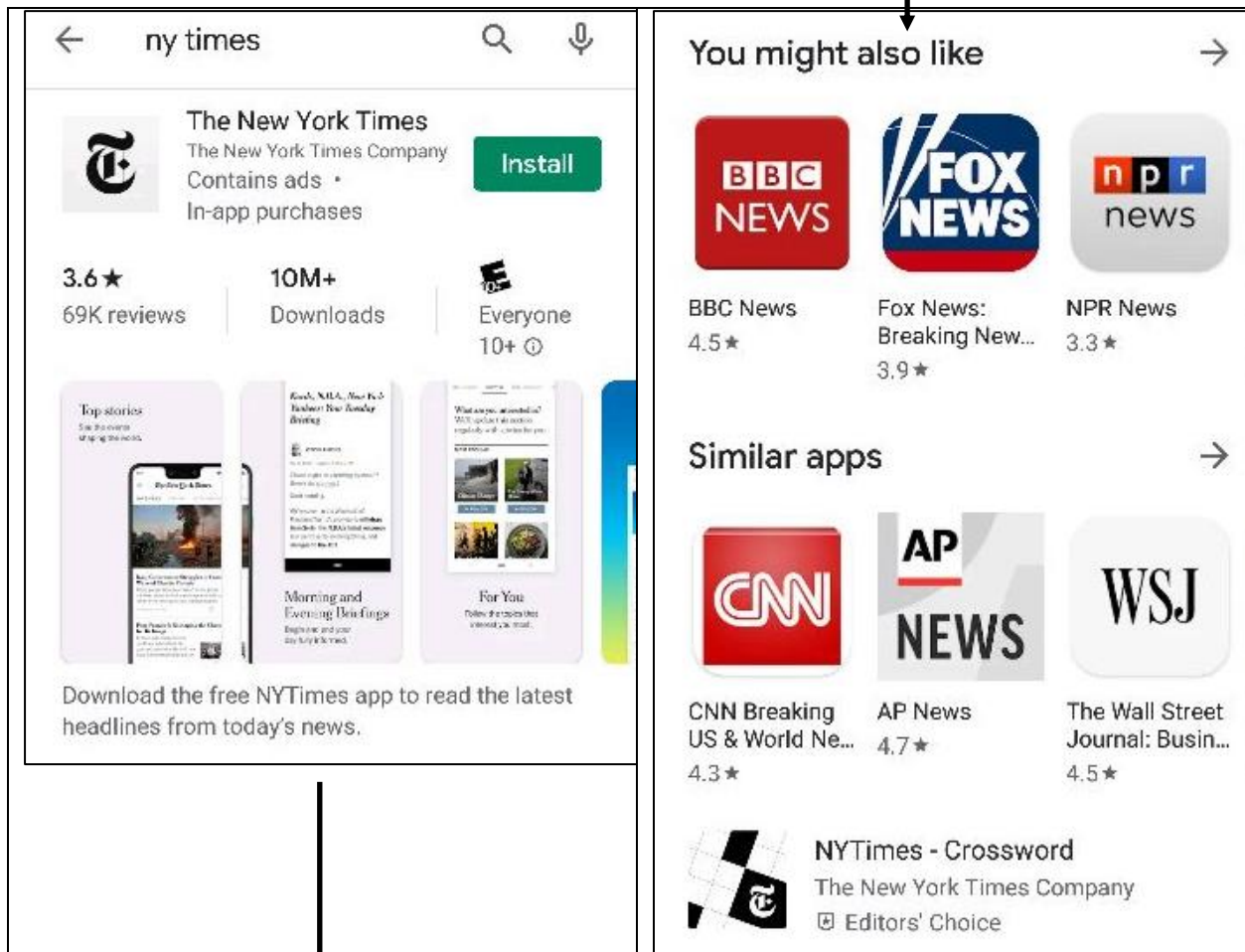
Connect Through Tech

Finding What's Available – *Search* (continued)

Step 3. From this screen, you can view how others have rated the app (3.6 of 5) and how many have downloaded it (over 10,000). Scroll down to learn about other similar apps
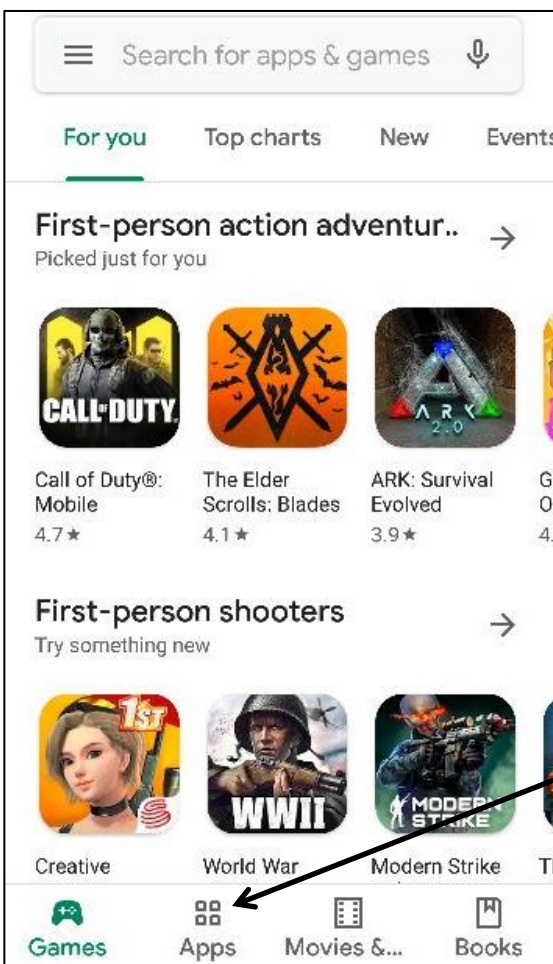
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Finding What's Available – *Apps* Button

Instead of using the *Search* button, another option is to use the *Apps* button, also located at the bottom of the first screen after opening the Play Store. This screen is very busy and will contain many advertisements for apps of different types.
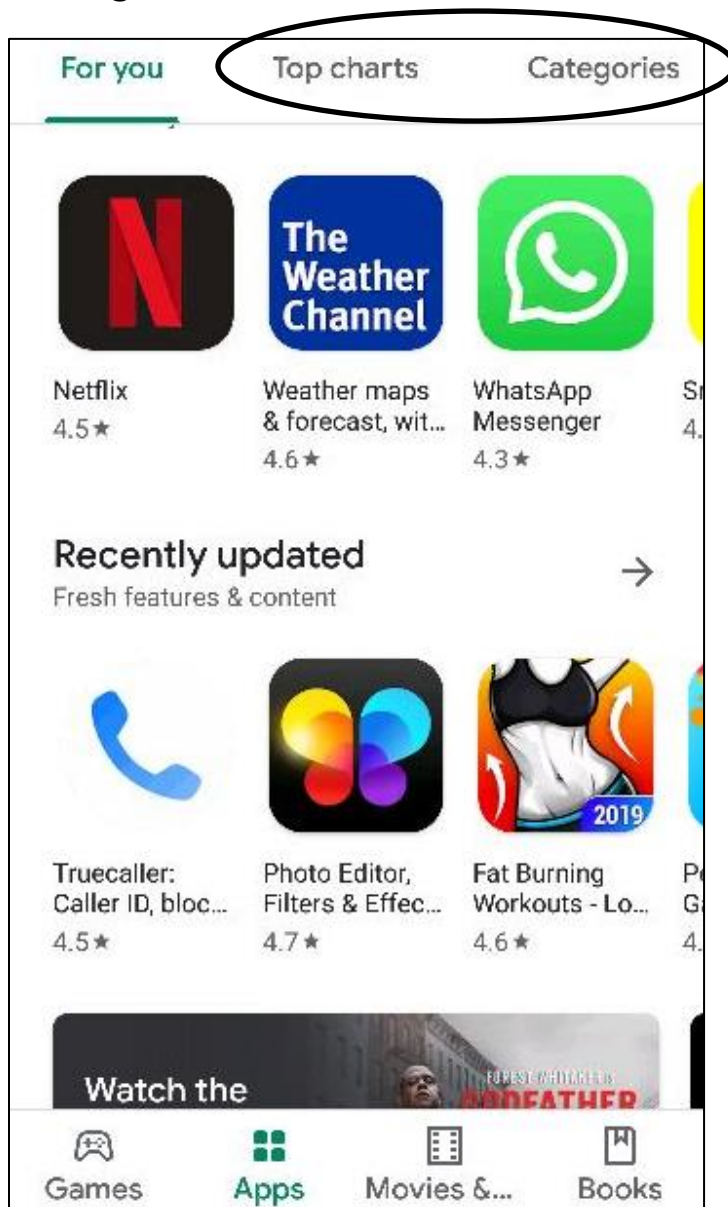
Step 1. **Click** (tap) on *Apps***.**

Finding What's Available - *Apps* Button
(continued)

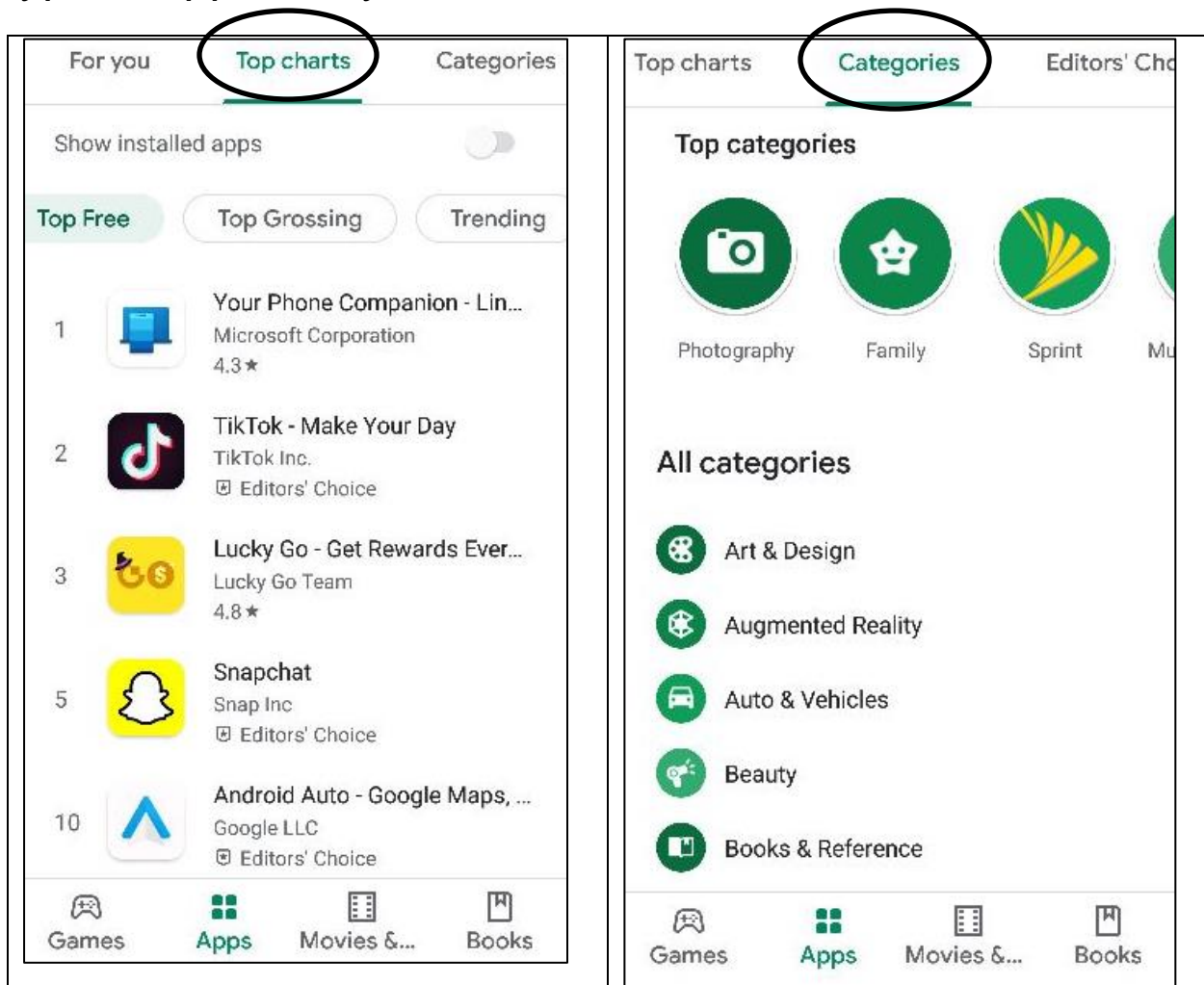Step 2. From the top menu, **click** (tap) on *Top Charts* or *Categories*

Connect Through Tech

Finding What's Available - *Apps* Button (continued)

Top Charts (shown on left) will list the most popular apps and can be filtered further by selecting headings such as *Top Free* and *Top Paid* (scroll right to view all). *Categories* (shown on right) will allow you to browse by type of apps that you are most interested in.

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Finding What's Available – Other Options

You can also get app recommendations from friends and family. Ask them to explain what apps they find it useful and to demonstrate how they work. Then you can look get them in the Play Store as has just been described.

Below are some widely used apps. Please note that DOROT does not recommend specific apps.

a. Want to stay in touch with friends and family by phone, video calls or chat: *WhatsApp* or *Skype*

b. Looking to plan your trip and to view status of bus and subway lines in New York City: *MyMTA*

c. Interested in listening to your favorite music: *Pandora* or *Spotify*

d. Enjoy reading books and magazines, even from the library: *Amazon Kindle*

Reviews and Pricing

Once you find an app you might be interested in using, it is recommended to check how people have rated the app and confirm its price, if any, before adding to your phone.

Below the app name, you can always see the review information – how many stars and how many people reviewed the app.

While most apps are free, some require an initial payment to download. Other apps can be downloaded for free but accessing some features will require a one-time or ongoing payment. Below are examples to show the differences.

Reviews and Pricing (continued)

FREE APPS

TED (below) is an example of a free app. You can tell it is free because on the right side of the screen it says *GET.* Below the app name, you can see the review information – *TED* has received 4 of 5 stars from 1,780 users. **Click** (tap) on *Install* to **download** (add to phone).
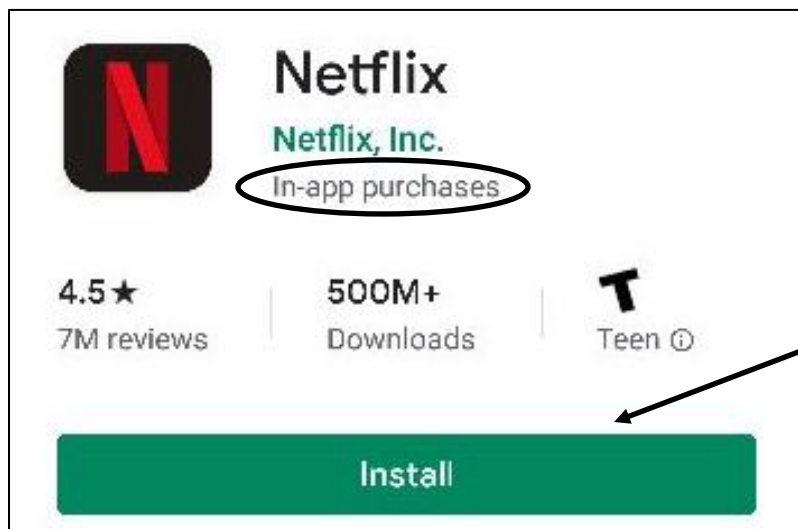
TED

TED Conferences LLC

Contains ads

| 4.7★ | 10M+ | Everyone |
| 191K reviews | Downloads | 10+ ⓘ |

Install

Reviews and Pricing (continued)

FREE DOWNLOAD / PURCHASE FOR FULL USE

Netflix (below) is free to download by **clicking** (tapping) *Install.* Below the app name in small letters, is a notation *In-App purchases* (circled). This means that some or all features require payment after the free download. *Netflix* app requires a monthly subscription. *Netflix* has received 4.5 of 5 stars and has been downloaded over 500,000 times. **Click** (tap) on *Install* to **download** (add to phone).
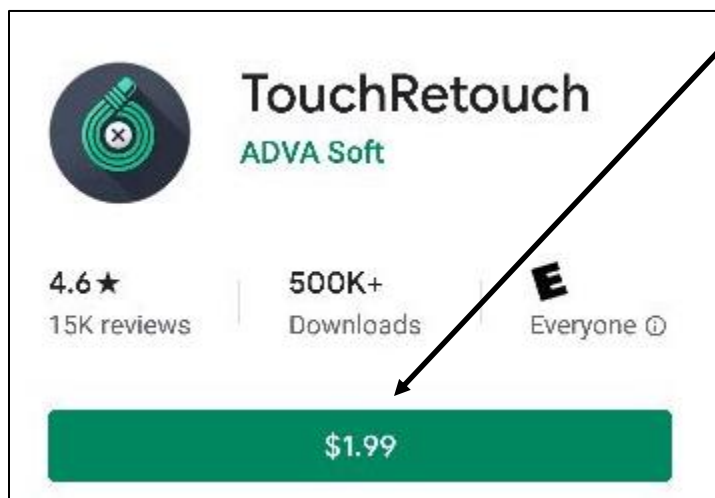
Reviews and Pricing (continued)

PAY TO DOWNLOAD and USE

You see this price in the same place where *Install* is on free apps. *TouchRetouch* (below) requires an **initial payment** of $1.99. After that it is free to use. Many apps requiring purchase are in this price range. **Click** (tap) on price to **download** (add to phone).
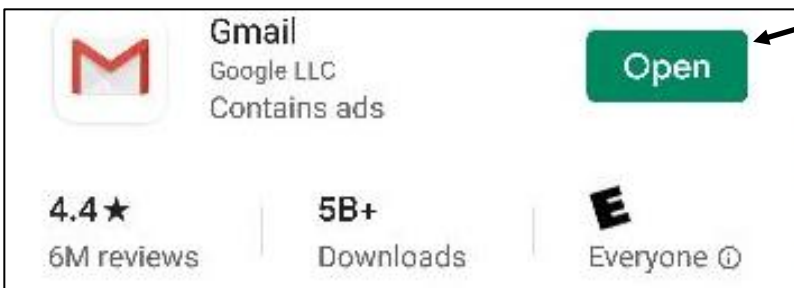
Reviews and Pricing (continued)

Other times you might see *Open* where the price is supposed to be. This indicates an app that is already on your phone. You can see this in the example below, for *Gmail.* **Click** (tap) *Open* to access the app.

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Downloading Apps

After you have searched for and selected your app, you are ready to download. The download process will differ, depending on whether the app is free or requires an initial payment. Review sections below for a walk through of each process.

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Downloading Free Apps

Step 1. Free apps are downloaded immediately by **clicking** (tapping) on *Install* for *MYmta.*

MYmta
Metropolitan Transportation
Authority.

3.6 ★
1K reviews

100K+
Downloads

Everyone ⓘ

Install

Downloading Free Apps (continued)

Step 2. While download is in progress, you will see a green revolving circle **icon** (picture). When done, **click** (tap) *Open* to start the app.
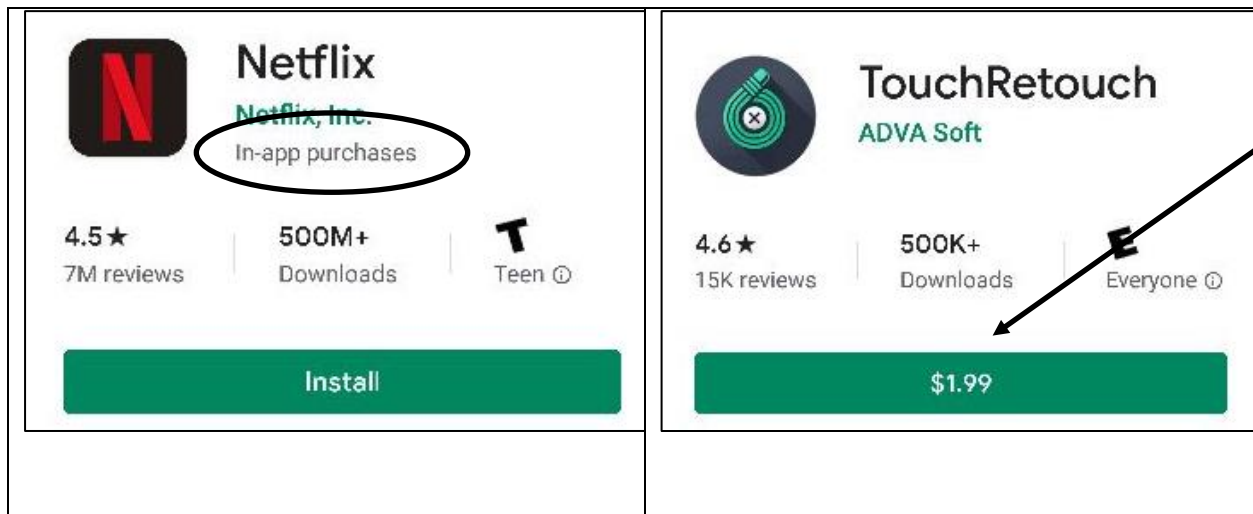
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Downloading Paid Apps

Step 1. Apps requiring any kind of payment are downloaded by clicking *Install* (for apps with in-app purchases, shown on left) or the price (for apps that require initial payment, shown on right). **Click** (tap) on $1.99 to begin download of *TouchRetouch*.
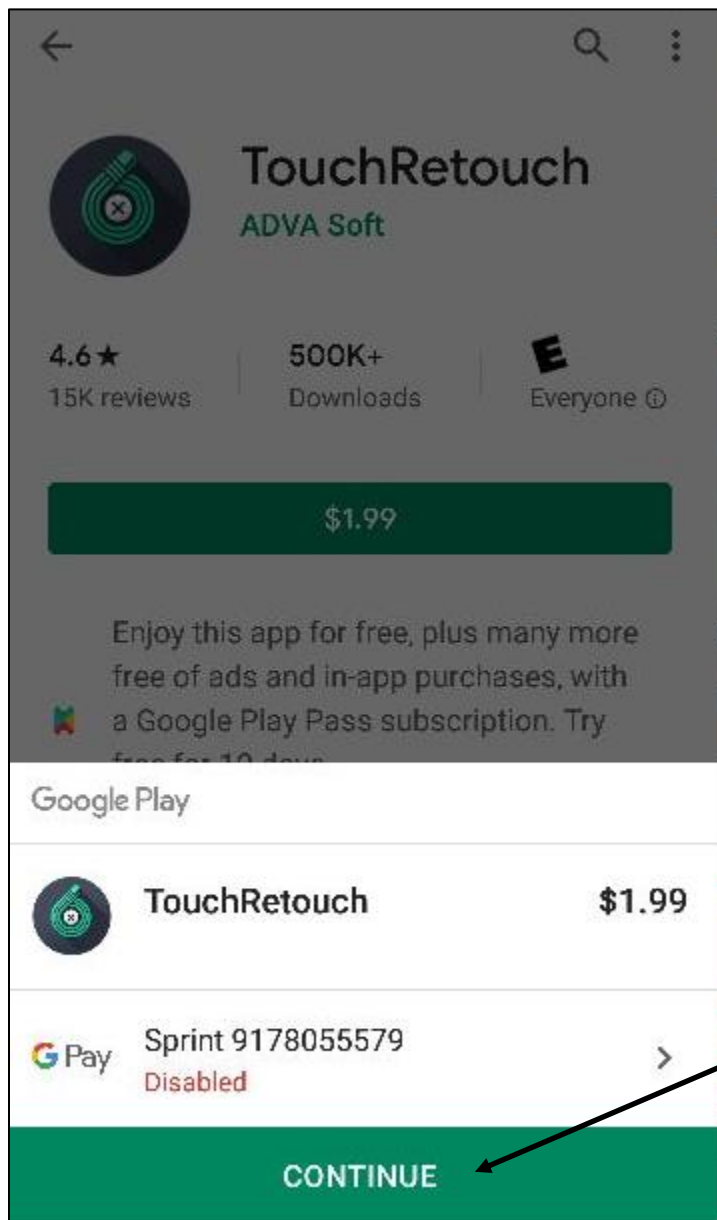
Downloading Paid Apps (continued)

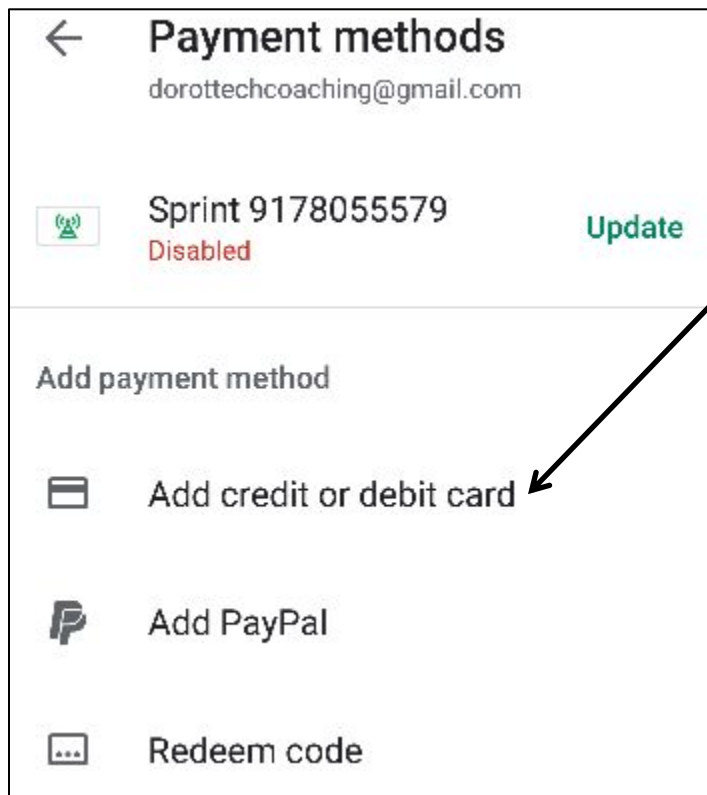Step 2. To proceed with the **download** (add to phone) of *TouchRetouch*, **click** (tap) on *Continue*.

Downloading Paid Apps (continued)

Step 3. To continue with purchase, you will need to add a payment method to your Google Account. Saving credit card information to your Google Account is not required but will be needed to **download** (add to phone) paid apps or to purchase premium features within free apps. Enter requested information.
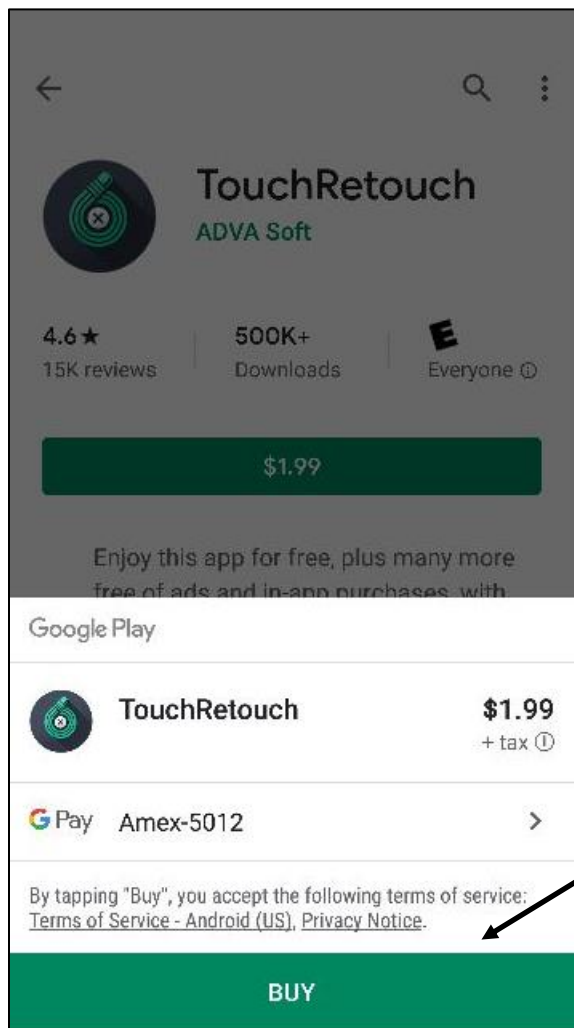
Downloading Paid Apps (continued)

Step 4. After adding credit card information, **click** (tap) on *Buy*.

Connect Through Tech

Downloading Paid Apps (continued)

Step 5. After entering credit card information, you may need to enter your Google Account password to continue. **Click** (tap) *Verify* to continue.
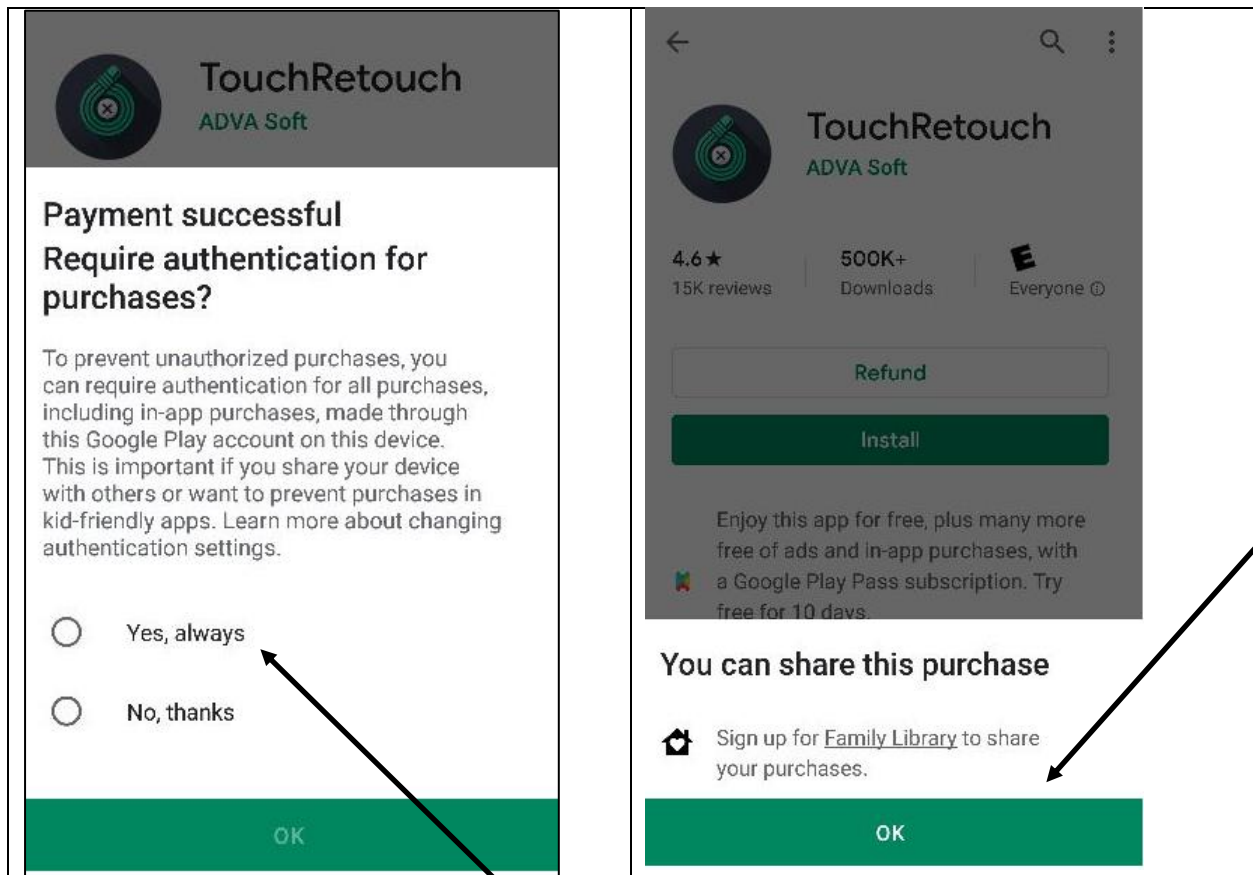
Connect Through Tech

Downloading Paid Apps (continued)

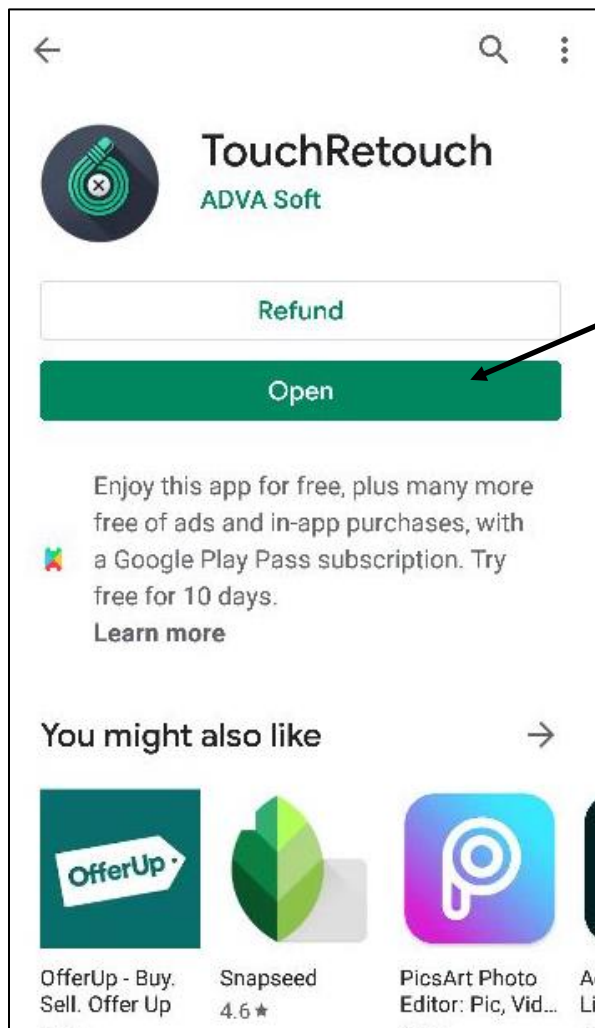Step 6. **Click** (tap) *Yes, always* and *OK* on the two screens that follow.
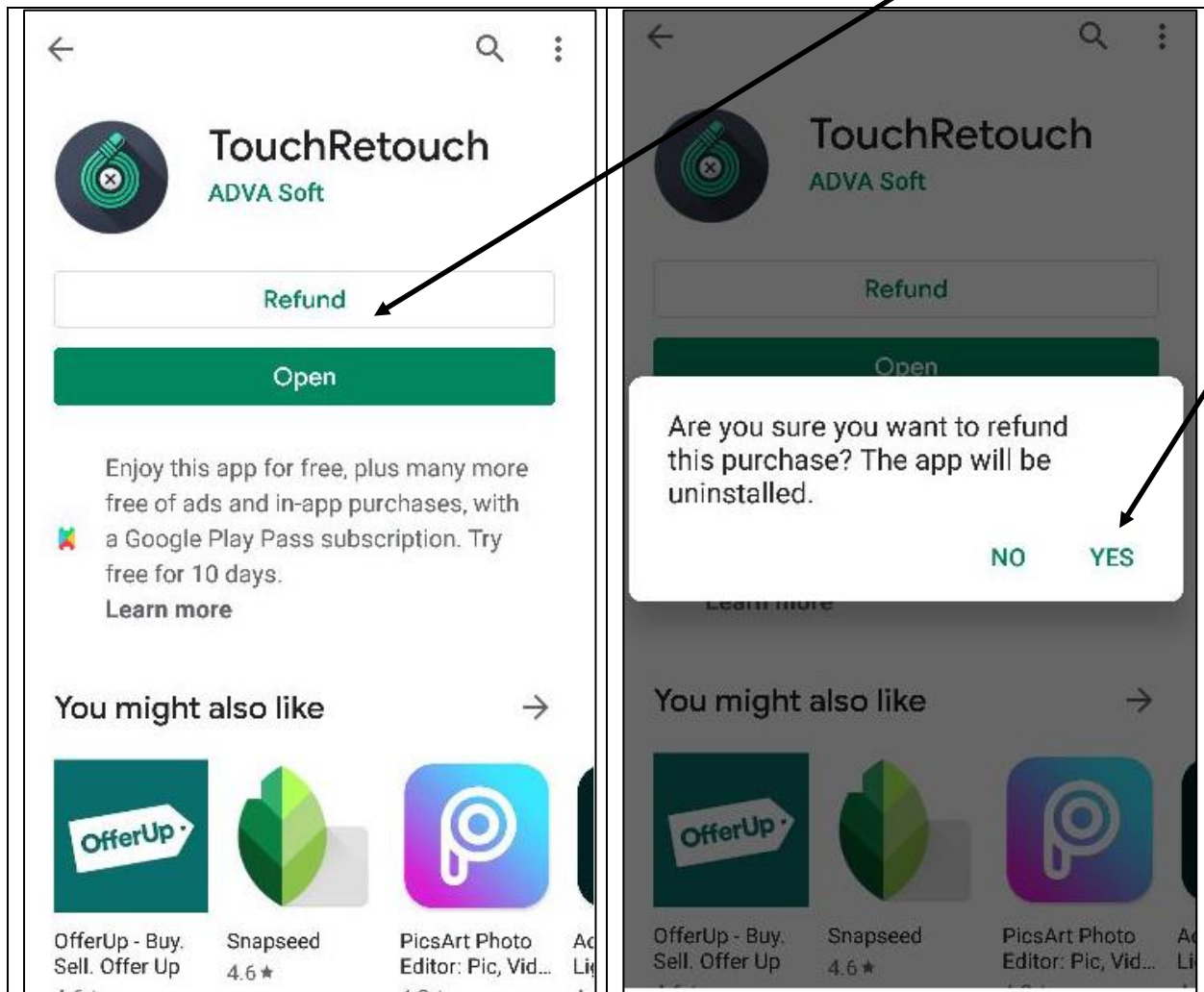
Downloading Paid Apps (continued)

Step 7. Download will begin. When done, **click** (tap) on *Open* to begin using your new app.

Connect Through Tech
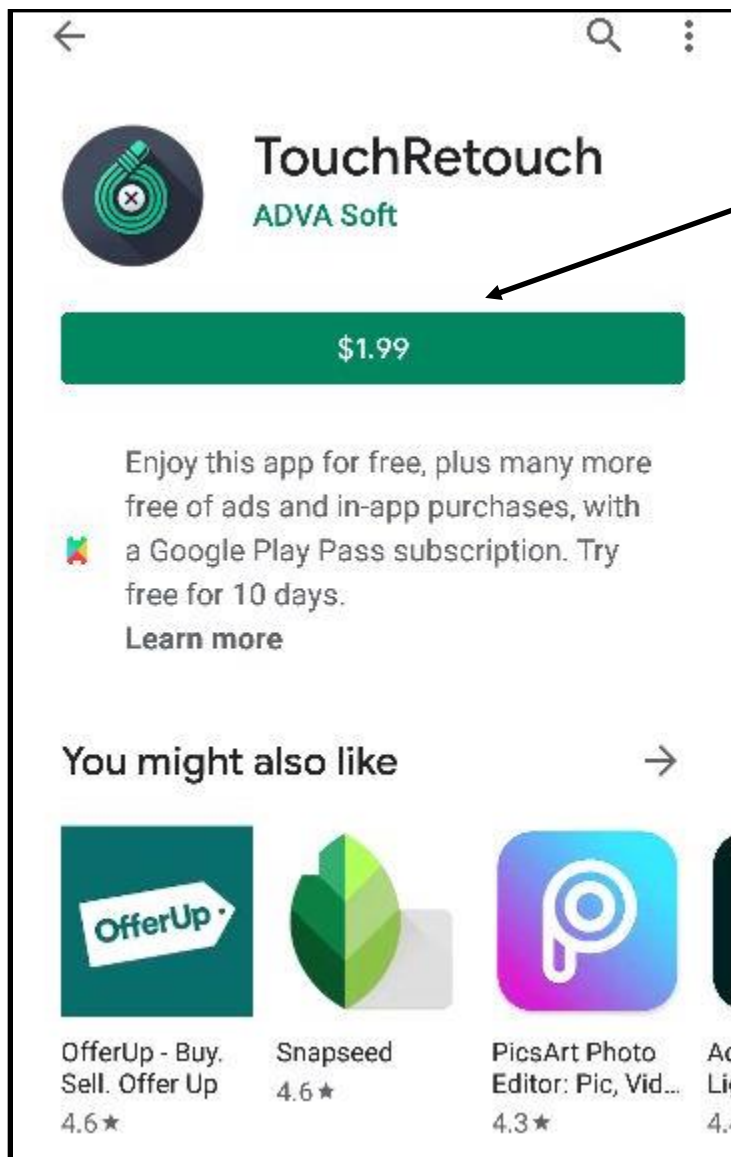
Downloading Paid Apps (continued)

Step 8. If you change your mind, **click** (tap) on *Refund* to reverse the transaction and uninstall the app.

Downloading Paid Apps (continued)

Step 9. After requesting a refund, the purchase price will reappear, showing that *TouchRetouch* has been removed.

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DOROT hopes that you have found this guide useful and that it has made technology easily more accessible.

We would love to hear from you. Please share your comments through technologyhelp@dorotusa.org.