



Technology Workshops

A Catalog of Workshops for Libraries, Senior Centers,

Assisted Living Communities & Community Organizations

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ABOUT THESE WORKSHOPS

Everyday Tech Help STL provides patient, judgment-free technology education for adults and seniors throughout the St. Louis area. Every workshop in this catalog was developed specifically for audiences who want to feel more confident with technology — without jargon, without being rushed, and without ever feeling silly for asking a question.

These sessions are a popular fit for libraries, senior centers, independent and assisted living communities, community centers, churches, and civic organizations looking to offer meaningful, well-attended programming for their members.

At a Glance

- Each workshop runs approximately 30–45 minutes, plus optional time for questions
- Designed for beginners and seniors — no prior experience necessary
- Delivered on-site at your location, or virtually upon request
- Offered free of charge to community organizations and senior groups
- Explained in plain, everyday language — never with technical jargon
- Content and length can be adjusted for your audience, setting, and available time

Not Sure Where to Begin? Popular First Workshops

- Online Safety: Understanding & Avoiding Scams
- AI Basics for Everyday Life
- Smartphone Basics
- Streaming Made Simple

How to Book a Workshop

- 1. Reach out.** Call or email to share your organization, audience size, and preferred dates.
- 2. Pick a topic.** Choose one workshop from this catalog, or ask for a recommendation based on your group's interests.
- 3. We'll handle the rest.** Derek brings his own laptop and presentation materials. The organization only needs to provide access to a television, projector, or presentation screen when available. Please let us know in advance if no display is available.

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ARTIFICIAL INTELLIGENCE

AI is one of the most talked-about — and most misunderstood — topics in technology today. These sessions build real, practical comfort with AI, one plain-language example at a time.

AI Basics for Everyday Life

LENGTH Approximately 30–45 minutes, plus optional time for questions **AUDIENCE** Beginners; no experience necessary

A friendly, jargon-free introduction to ChatGPT, Claude, Gemini, and the other AI assistants making headlines. Participants learn what AI actually is, how the major assistants compare, and how to have a natural conversation with one — with live demonstrations and real-life examples such as emails, travel planning, and understanding contracts.

Everyday AI: Real Help for Real Life

LENGTH Approximately 30–45 minutes, plus optional time for questions **AUDIENCE** Beginners; works especially well after AI Basics, but can also stand alone

A hands-on follow-up session focused entirely on practical, everyday uses for AI — meal planning, exercise routines, home improvement projects, understanding a confusing medical report, and finding the right gift. Participants leave with real prompts they can try that same day.

AI Myths vs. Reality

LENGTH Approximately 30–45 minutes, plus optional time for questions **AUDIENCE** All skill levels; no experience necessary

A myth-busting session addressing the most common misconceptions about artificial intelligence — Does it know everything? Is it always right? Is it dangerous? Each myth is paired with a clear, honest reality check, leaving participants with a grounded, confident understanding of what AI can and can't do.

Travel Smarter with AI

LENGTH Approximately 30–45 minutes, plus optional time for questions **AUDIENCE** All skill levels; no experience necessary

A lively, example-rich session on using AI as a free, 24/7 travel assistant — from choosing a destination and booking flights to comparing hotels and building a full day-by-day itinerary. Includes live demonstrations using real trip-planning scenarios.

SMARTPHONES & APPS

For many people, the smartphone in their pocket holds far more potential than they realize. These sessions build confidence with the device itself, introduce genuinely useful apps most people have never heard of, and finally explain how so much of it works behind the scenes.

Smartphone Basics: Understanding Your Smartphone (iPhone & Android)

LENGTH Approximately 30–45 minutes, plus optional time for questions **AUDIENCE** Beginners; no experience necessary

A friendly walkthrough of the smartphone features that matter most — home screen navigation, essential settings, texting, calling, and video chatting, along with taking, organizing, and backing up photos. Designed for anyone who wants to feel more confident with the phone they already own.

Hidden Gems: The Best Apps You've Never Heard Of

LENGTH Approximately 30–45 minutes, plus optional time for questions **AUDIENCE** All skill levels; no experience necessary

A fun, fast-paced tour of a dozen free apps that solve everyday problems in surprising ways — from finding the cheapest nearby gas price to identifying a bird by its song. Participants leave with a ready-to-use list of new favorites.

How Does My Phone Know That?

LENGTH Approximately 30–45 minutes, plus optional time for questions **AUDIENCE** All skill levels; no experience necessary

A lively, curiosity-driven session answering the everyday questions people have always wondered about — how does Google Maps know about traffic, how does Face ID recognize you, how does an AirTag find lost luggage in an airport? Participants leave with a genuine understanding of dozens of everyday technologies, explained through simple analogies rather than technical jargon.

COMPUTERS

From choosing a new computer to keeping an old one running smoothly, these sessions take the mystery out of owning and maintaining a computer — Windows or Mac.

Buying a New Computer Without the Sales Pitch

LENGTH Approximately 30–45 minutes, plus optional time for questions **AUDIENCE** All skill levels; no experience necessary

A no-pressure guide to buying exactly the computer you need — and skipping the upsells you don't. Covers plain-language explanations of RAM, storage, and processor speed, Mac vs. Windows, laptop vs. desktop, and realistic budgeting.

Spring Cleaning Your Computer

LENGTH Approximately 30–45 minutes, plus optional time for questions **AUDIENCE** All skill levels; no experience necessary

Simple, mostly free ways to make an aging computer faster, safer, and easier to use. Covers software updates, decluttering, startup programs, antivirus basics, and backups, plus a take-home monthly maintenance checklist.

Windows vs. Mac: Understanding Your Computer

LENGTH Approximately 30–45 minutes, plus optional time for questions **AUDIENCE** All skill levels; no experience necessary

An orientation, not a debate, that helps participants feel comfortable navigating either system. Covers side-by-side comparisons of the desktop, taskbar vs. dock, file organization, and keyboard shortcuts, along with honest guidance on who each system suits best.

Understanding the Cloud

LENGTH Approximately 30–45 minutes, plus optional time for questions **AUDIENCE** Beginners; no experience necessary

A clear, jargon-free explanation of what “the cloud” actually is, where files really live, and how everyday services like photo backup and file sharing work. Demystifies a term many people use daily without fully understanding.

ONLINE SAFETY

Scams are constantly evolving, but the warning signs rarely change. This session builds lasting, practical awareness without relying on fear.

Online Safety: Understanding & Avoiding Scams

LENGTH Approximately 30–45 minutes, plus optional time for questions **AUDIENCE** All skill levels; especially valuable for seniors

A practical guide to recognizing and avoiding today's most common scams, including phishing emails, phone and text scams, AI voice cloning, and gift card fraud. Participants leave with simple, memorable habits that offer real, lasting protection.

STREAMING & ENTERTAINMENT

Between streaming services, smart TVs, and endless acronyms, entertainment technology has become surprisingly complicated. These sessions bring back the simplicity.

Streaming Made Simple

LENGTH Approximately 30–45 minutes, plus optional time for questions **AUDIENCE** All skill levels; no experience necessary

Cuts through the confusion of Netflix, Hulu, Disney+, and the rest of the streaming landscape. Covers what each service offers, live TV vs. on-demand, comparing streaming devices, and money-saving strategies most people don't know about.

Smart TV Basics: Buying the Right TV Without the Guesswork

LENGTH Approximately 30–45 minutes, plus optional time for questions **AUDIENCE** All skill levels; no experience necessary

Demystifies the terms on the box — 4K, 8K, OLED, QLED, refresh rate, and HDR — so participants can shop with confidence. Includes honest guidance on sizing, budget, and how to avoid common sales-floor upsells.

SMART HOME

Smart home technology can start with a single, inexpensive device — and grow only as far as it's genuinely useful.

Smart Home Devices Made Simple

LENGTH Approximately 30–45 minutes, plus optional time for questions **AUDIENCE** All skill levels; no experience necessary

An approachable introduction to smart speakers, plugs, lights, doorbells, thermostats, locks, and cameras. Includes a live voice-assistant demonstration and a special focus on the devices that can help older adults live independently with greater peace of mind.



Ready to Schedule a Workshop?

We'd love to bring one of these sessions to your library, senior center, community group, or any other organization looking to help its members feel more confident with technology.

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