# GETTING ONLINE

**Working for Carers is a London-wide project supporting unpaid carers to move closer to employment.**

## Who is this for?

Unpaid carers and former carers who are looking to move into employment.

## Getting started

### Equipment

To get online, you will need a device, such as a computer, tablet or smartphone.

You can also have a separate mouse and keyboard, and a printer. You might plug these into a device, or they may be wireless.
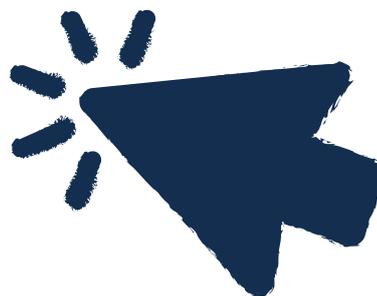
To set up internet at home, you will need a modem (uses your telephone line) or router (allows many devices to share an internet connection).

### Connection

You also need a connection to the internet.

• Mobile data on your phone or tablet.

• Broadband through a cable or wifi.

You can access free wifi in some cafés and libraries. Many libraries also have computers you can use for free.

## Accessing the internet

You need to contact an **Internet Service Provider** (ISP) to set up internet at home. There are many ISPs, so it may be helpful to ask people you know for advice.

Your ISP will usually send you a router or modem with instructions, and can provide telephone support if needed.

Open a **browser** on your device to access the internet. Popular browsers include Microsoft Edge and Google Chrome. Most devices include a pre-installed browser.

If you have a website address, you can type this into the box at the top of the browser.

Or you can search the internet by typing a **search term** – such as *IT training* – into the box. You can also use a search engine, such as Google (www.google.co.uk).

It is important to take measures to protect your personal information. When you set up an online account, such as social media or shopping, set a password that no one could guess. Do not share passwords with anyone, and be extra vigilant in public places.

If you receive an email from someone you do not recognise, do not open it, and never click a link to a website if you are unsure what it is.

**Working for Carers** is a London-wide project that supports unpaid carers and former carers, aged 25 or over, to move closer to employment. To find out more visit carers.org/workingforcarers or contact your local carers centre.

# Online communication

**Email** is used to send and receive electronic messages. You can set up an email account using an online service, such as Gmail, Outlook and Yahoo. You will use a unique email address, eg yourname@gmail.com, and set a password to access your account.

**Video calling** can be used to talk to one person, or you can join a group chat with many people. You will need a device with internet access and an inbuilt camera, or you can attach a separate camera. WhatsApp and Facebook Messenger can be used on a smartphone. Zoom and Teams can also be used to make calls or join group chats.

**Social media** enables you to link with other people, and you can share content, such as text, photos and videos. Popular social media sites include:

- Facebook - linking with friends/people with common interests.
- Twitter - posting and interacting with short messages called tweets.
- Instagram - sharing photos and videos.

# Further information

Getting online can be daunting if this is new to you. If possible, ask someone, such as a friend or family member, who can help. You can also access resources and training:

**Learn My Way:**
www.learnmyway.com

**TechBoomers:**
https://techboomers.com/courses

**National Careers Service:**
www.abilitynet.org.uk / 0800 048 7642

**LearnDirect:**
www.learndirect.com / 01202 006464

Some charities have created step-by-step guidance that anyone can access, including:

**Age UK:**
www.ageuk.org.uk/information-advice/work-learning

# Your notes