Digital Skills Training Guide

As part of CSR efforts in support of the Digital Skills for Life programme and Digital for Life movement by IMDA, Micron Technology Singapore organised digital skills trainings and developed step-by-step guides to equip seniors with digital knowledge and skills to conduct daily tasks and navigate the digital space. This initiative brought in new volunteering opportunities to all Micron Singapore employees to contribute back to the society.



In support of:





Google Maps 谷歌地图



In support of:





Get started with Google Maps 开始使用 Google 地图

You can use Google Maps on your computer or use the Google Maps app on your phone or tablet.

您可以在电脑上使用Google地图,也可以在手机或平板电脑上使用 Google 地图应用程序。

If you are using phone/ tablet, please download Google Maps from Apps Store/ Play Store.

手机或平板电脑用户请于Apps Store / Play Store 下载Google地图应用程序。

Please sign in to continue to Google Maps.

请登录谷歌地图。

FIND GOOGLE MAPS IN ANOTHER LANGUAGE 更改谷歌地图语言

1. Open the Google Maps app, tap your profile picture or initial Navigation settings Search here A Account Circle and then Settings. ← Sett Sound & voice **W** Restaurants A Home Mute state 打开 Google 地图, 点按您的个人资料照片或姓名首字母缩写 帐号 Notifications Settings \otimes Muted Alerts only 圆圈图标,接着点按设置。 Unmuted Chat 2 Guidance volume App language Distance units Softer Normal Louder Offline maps settings Automatic tation @ oint City Voice selection Wi-Fi only 2. Choose App Language and select language. Start maps in satellite Default (English) This uses more data Theme Northpoint City Always in light theme Play voice over Bluetooth 选择"**应用语言"并**选择语言。 Shopping Centre Show scale on map e When zooming in and out Edit home or work Play voice during phone calls Navigation settings Video settings Play audio cues Gain City oint City) 🗄 3. To change your navigation language, tap **Navigation settings** Pinned trips settings Don't Miss n City EXP^ Manage your preference Play test sound and then Voice. O Google location settings s Inter-Google Assistant settings Manage your areas Manage driving mode Personal content 点按导航设置 接着点按语音。 Shake to send feedback Assistant default media provider Accessibility settings Service used to play music rthpoint. About, terms and privat 0 \triangleleft D. Location accuracy tips bute Updates Sign out of Google Maps 4. Choose a voice language. Maps history 0 \triangleleft 0 \leq 洗择语音语言。 Micron

SET YOUR HOME ADDRESS 设置家庭住址

Find directions from your home quicker when you set your home address. 设置家庭住址后,可以更快查询从家出发的路线.

1. On your phone or tablet, open your device's Settings app. **在手机或平板**电脑上,打开设备的"设置"应用 设置。

2. Tap Google and then Manage your Google Account and then Personal info.

依次点按 Google 然后 管理您的 Google 帐号 然后 个人信息。

3. Under "Addresses", tap Home

在"地址"下, 点按"家"。

4. Enter your address & Save.

输入您的地址并保存。



PICK AN ICON FOR HOME 为家选择图标

1. On your phone or tablet, open the Google Maps app & tap **Saved** place. 在手机或平板电脑上,打开 Google 地图应用, 点按"已保存"图标 保存地点。

Under "Your lists," tap Labeled.
 在"您的列表"下,点按已加标签的地点。

3. Next to "Home", tap More and then Change icon. 在"家"旁边[,]点按"更多"图标, **然后更改**图标[。]

4. Select an icon for your home or work.

为您的家或工作单位选择一个图标。

5. Tap Save.

点按保存。

	Home 482 Yishun Ave 2	3	:	
Ê	Work Set work	Edit home		
		Change ico	Change icon	
		Remove ho	ome	
	Add a p	lace		
		\triangleleft		

Labelled

Private · 1 place

Search here	4 A
Home	Coffee

You can see the **Icon for Home** on the map now ! **家的图标出**现在在地图上了!



GET DIRECTIONS & SHOW ROUTES 查询和显示路线

1. In Google Map, search for your destination or tap it on the map.

搜索您的目的地,或在地图上点按目的地。

2. In the bottom left, tap **Directions**. **点按左下角的"路**线"图标。

3. Choose your mode of transportation. 选择您的交通方式。

4. To choose another route in any transportation mode, select it on the map. Each route shows the estimated travel time on the map.

要选择另一条采用任意交通方式的路线,请在地图上选择该路线。每条路线都会在地图上显示预估的行程时间。



← ○	Northpoint City	3			
O	GoodLife! @ Yisl	hun 🔾			
🛱 3 min	a#6 3 min 📴 9	min 🛧 19 min			
Depart at	14:54 💌	∃‡ Options			
Public trar	nsport				
🗟 117/8	858 965 969	9 min			
14:57 - 15:	06				
in 4 min (live)	, 6 min (live) from Opp	Yishun Stn			
North 9	South Line	12 min			
14:54 - 15:	06	4			
Every 6 min fr	rom Yishun	_			
811 >	Ř 4	11 min			
14:55 - 15:	06				
now, 12 min (live) from Yishun Stn Exit E					
Walk					
🏌 via Yis	hun Ave 2	19 min			
1.5 km • mo	re	N Proviour			
		// Preview			

PIN YOUR TRIPS IN GOOGLE MAPS 在 GOOGLE 地图中为行程添加图钉

If you want to save a frequent trip, you can pin it. 如果您想保存某个常用行程,可为其添加图钉。

Important: This feature is only available on mobile.

此功能只能在移动设备上使用

For Driving and Transit, you can pin your favorite trips. 对于驾车和公交路线,您可以为自己喜爱的行程添加图钉。

At the bottom, tap **Pin**. 只需点按底部的"添加图钉"图标。

Pasii 🍣 G Pay
G Pay
G Pay
G Pay
GPay
15:20
>
>

8

Micron

PIN YOUR TRIPS IN GOOGLE MAPS 在 GOOGLE 地图中为行程添加图钉

Search here ٩ A Home · 15:34 ∆ Start If you pin a favorite trip, it shows up in the **Go** tab. A via Gambas Ave - Light traffic **如果您**为喜爱的行程添加了图钉,就能在"出行"标签 GoodLife! @ Yishun · 15:34 ∆ Start A via Woodlands... - Light traffic 页看到该行程。 Suggested Public transport trips based on your past activity Woodlands MRT Station (N... д 30 Woodlands Ave 2 4 50 Woodlands Drive 16 The **Go** tab suggests several addresses to pin Northpoint City coming from your Search & Location History. д 0 Yishun Avenue 2, Singapore Yishun MRT Station (NS13) "出行"标签页会根据您的搜索或位置记录·列出多个 д 0 Yishun Avenue 2, #01-02, Sing... **可添加**图钉的建议地址。 Cashew MRT Station (DT2) д 0 Road, Singapore \odot \oplus D. 6 Explore Saved Contribute Updates 0 < Micron

REMOVE A PINNED TRIP 移除已加图钉的行程

1. At the bottom, tap Go. **点按底部的"出行"**图标。

- 2. Tap the pinned route you want to remove. **点按您要移除的已加**图钉的路线。
- 3. At the bottom, tap Pinned and the route will be removed.

点按底部的"已加图钉"图标以移除行程。

Q :	Search here		0	Home
Home A via	Gambas Ave · Light tr	Start	12 min	a 10 min
Good A via	ILife! @ Yishun • 15:34 Woodlands • Light traffic	Start	ect Shop	15 mil
Sugge Public to	ested ransport trips based on your past act	vity	1	
0	Woodlands MRT Station (N 30 Woodlands Ave 2	-		12 min
0	50 Woodlands Drive 16	₽		Py Guene
0	Northpoint City Yishun Avenue 2, Singapore	4		They are a second secon
0	Yishun MRT Station (NS13) Yishun Avenue 2, #01-02, Sing	4	C	04 - 14 -
0	Cashew MRT Station (DT2) Cashew Road, Singapore	P	12 min (Fastest rout	5.0 km) te now due to
© Explore	Go Saved Contribut	Å e Updates	A Start	😑 Step
			3	

* 56 m

Balasubram

GoodLife! @ Yishur

traffic conditions

SHARE YOUR REAL-TIME LOCATION WITH OTHERS 与他人分享您的实时位置信息

You can share your location to your children or friends when you lose your way.

当你迷路时,你可以分享位置给孩子或朋友

1. Tap your profile picture or initial Account Circle and then **Location sharing** and then **New share**. **点按您的个人**资料照片或姓名首字母缩写"帐号"圆圈 图标然后 **位置信息分享 然后"添加用户"**。

2. Choose the sharing time period, up to 24 hours. 选择分享的时间范围, **最多 24 小**时。

3. Tap Copy to clipboard. **点按复制到剪**贴板[。]

4. To share the link with someone, paste the link into an email, text, or other messaging app. 请将该链接粘贴到电子邮件、短信或其他即时通讯应用中。



STOP SHARING LOCATION 停止分享实时位置

1. Tap your profile picture or initial Account Circle and then **Location sharing**.

点按您的个人资料照片或姓名首字母缩写 "帐号" 圆圈图标 **然后 位置信息分享**。

2. Tap the link you don't want to share your location with anymore.

点按您想要停止分享位置信息链接。

3.Tap Stop.

点按停止。



THANK YOU !

感谢参与!



In support of:

