

# The



# Universe



**Google Chrome**  
Google+ and Mobile Data Security

A Webinar Series On Google's Online Tools for improved  
Productivity and Communication

G. William James

Handheld Computer Solutions

**Handouts and Downloads**

[\*\*www.gwilliamjames.com\*\*](http://www.gwilliamjames.com)

**Contact Me**

[\*\*william@pdapowerplus.com\*\*](mailto:william@pdapowerplus.com)

## **Live Workshops for Your**

- **Association or Board**
- **Local Chamber**
- **Broker's Office**
- **CRS or WCR Group, or**
- **Any Business Organization**

[\*\*www.gwilliamjames.com\*\*](http://www.gwilliamjames.com)



# The Google Universe Web Series



**Aug 25** Google Chrome, Google+ & Data Security



**Sept 01** YouTube Magic & Google Photos



**Sept 15** Secrets of Gmail



**Sept 22** Evernote For Everything- A Special Event



**Sept 29** Discover Google Voice



**Oct 06** Advanced Google Calendar



**Oct 13** Master Your Google Drive



# Evernote



## For Everything

### ► How To Create and Organize Your Most Important Data

- A favorite app to organize everything I do, all on the cloud.
- Instantly accessible from all Internet connected mobile devices
- Create notebooks to organize anything you can imagine
- Create text, audio or video notes, or clip web pages right from the Internet
- Share your information through social media, web, email or text messaging





Presented By  
**G. William James**  
"Master of the PDA"

G. William James, your tour guide and author of "The Google Universe", is internationally recognized as one of the leading training professionals for handheld computing and mobile technology for retail, medicine, sales, business and real estate. His Google Universe Workshop has been acclaimed as the most effective mobile technology class in the US today.

## The Google® Universe Boot Camp

*A full-day, get-it-done workshop in two parts*  
**ALL NEW, REVISED AND UPDATED**  
**GOOGLE FEATURES FOR 2016**

*Your Gmail from Google is the most powerful mobile office tool you can use. Here's Your Opportunity To Learn How To Master Your Complete Mobile Office – And All the Google For Work Apps In One Day!*

*Bring your Laptop, Tablet and Smartphone - Have A Complete Mobile Office By The End Of The Day*

This full day workshop is for **all skill levels**. Each attendee will gain a comprehensive knowledge and practice with the most productive Google apps, synchronized mobile devices and a complete mobile office solution.

Live, In Classroom  
Individualized Instruction

**6 Hours of CE**  
in many states

**Your 2016 Class Date**  
**9:00 am-4:00 pm**

**Ask Your  
Association  
or Organization**

Address  
City, State, phone

includes course guide

Limited Seating  
Pre – Registration is  
strongly recommended

Discover The New Google For Work Apps  
All Updated and Redesigned Features For  
Increased Productivity and Sales Excellence

- Gmail Many new powerful organization features, the ultimate office!
- Sync your Outlook and other contacts with all your devices
- NEW Hangouts All-In-One System for Phone • IM • SMS • Video
- Google Calendar New look, productivity and collaboration tools
- Google Drive A new way to manage, create and share documents
- Picasa Web Organizing and sharing photos a whole new way!
- YouTube Upload, edit, share and broadcast from your own channel
- Google+ Network globally and expand opportunities, create demand

**Plus, Advanced Dropbox, Evernote  
Instagram for Business and more!**



Email me now

Techtools@pdapowerplus.com

Subject: Chrome



## Google Chrome Browser Features:

- A freeware Internet browser, introduced in 2008 in 43 languages
- A 62% worldwide user average
- Chrome allows users to synchronize their bookmarks, history, and settings across all devices with the browser installed
- Google Safe Browsing warns users when they attempt to visit a site flagged as potentially harmful.
- Google introduced download scanning protection to guard from malware
- The private browsing feature called Incognito mode prevents the browser from permanently storing any history information or cookies from the websites visited
- the Chrome Web Store, a one-stop web-based web applications directory
- Google Chrome Extensions are browser extensions that modify the Google Chrome browser



## Google+ Network Features:

- Primarily introduced as a social media network
- Replaced 4 previous attempts (Google Buzz, Friend Connect & Orkut)
- Considered now more as a social layer across all of Google's services
- A Google+ User profile is a public visible account of a user that is attached to many Google properties
- Circles is a core feature of the Google+ Social Platform. It enables users to organize people into groups or lists for sharing across various Google products and services.
- Google+ profiles are used as the background account for many Google Services including YouTube, Gmail, Google Maps, Android, Google Play, Google Music, Google Voice, Google Wallet, Google Local and more





## Online Dangers:

- **Phishing** is the attempt to obtain sensitive information such as usernames, passwords, and credit card details by masquerading as a trustworthy entity in an electronic communication
  - **Malware** is any software used to disrupt computer operations, gather sensitive information, gain access to private computer systems, or display unwanted advertising
  - **Spyware** is software that aims to gather information about a person or organization without their knowledge and that may send such information to another entity without the consumer's consent.
  - **Ransomware** is computer malware that installs covertly on a computer, executes an attack and demands a ransom payment to restore it
  - **Adware** is frequently used to describe a form of malware which presents unwanted advertisements to a computer.[21][22] The ads are sometimes in the form of a pop-up or in an "unclosable window
  - A **Virus** is a malware that, when executed, replicates by reproducing itself or infecting other programs by modifying them, infecting computer programs
- 



# Online Safety and Data Security

## YOUR COMPUTER HAS BEEN LOCKED!

This operating system is locked due to the violation of the federal laws of the United States of America! (Article 1, Section 8, Clause 8; Article 202; Article 210 of the Criminal Code of U.S.A. provides for a deprivation of liberty for four to twelve years.)

Following violations were detected:

Your IP address was used to visit websites containing pornography, child pornography, zoophilia and child abuse. Your computer also contains video files with pornographic content, elements of violence and child pornography! Spam-messages with terrorist motives were also sent from your computer.

This computer lock is aimed to stop your illegal activity.

To unlock the computer you are obliged to pay a fine of \$200.

You have 72 hours to pay the fine, otherwise you will be arrested.

You must pay the fine through MoneyPak:

To pay the fine, you should enter the digits resulting code, which is located on the back of your Moneypak, in the payment form and press OK (if you have several codes, enter them one after the other and press OK).

If an error occurs, send the codes to address [fine@fbi.gov](mailto:fine@fbi.gov).



OK



MoneyPak

Where I can buy MoneyPak?

Walmart

Walgreens

RITE  
AID  
PHARMACY

K CVS  
mart pharmacy

7  
ELEVEN

# How To Protect Yourself:

- **Phishing-** Never open suspicious looking emails, even if the sender seems familiar. Beware of clicking onto ads and posts in social media that look ridiculous or far-fetched
  - **Malware-** Only download apps from a reputable source. Read carefully before tapping links on an Internet site or search engine
  - **Spyware-** Use the same protections as for malware; never accept invites from unknown persons or open pop-ups or drop-down windows.
  - **Ransomware** comes from many strange sources. You may end up having to pay to get restored. Back up your computer often, using external drives or online apps such as Carbonite.
  - **Adware-** avoid tapping on lots of foreign sites and links, but also don't always allow a site to access your location.
  - **Virus-** install a virus protection software onto your computers. Buy one that frequently updates the software.
  - Add an Ad-Blocker to your browser to safeguard you from malware
  - Don't log into secure sites on public Wi-Fi
  - Use 2-Step Verification to log in to your secure data sites
  - Know which devices connect to your accounts, and where they are
- 
- Change your passwords regularly, and whenever you feel uncomfortable

# Online Safety and Data Security



- **VPN- Virtual Private Network**

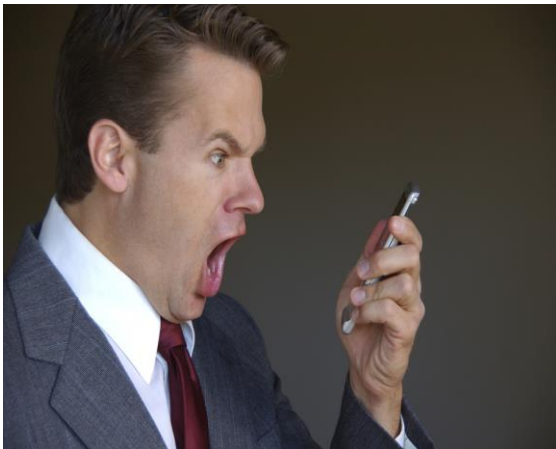
- A connection to a remote server for a more secure Internet connection
- Use the hotel or restaurant Wi-Fi to access your VPN
- Can protect you from malware and phishing while streaming
- Cloaks your Internet address from tracking by advertisers, etc.
- Connect your browser to the VPN, not the Starbucks, cannot be traced
- Subscribe to a VPN service (- \$6 per month) or use your home network

Here is a good article from PC Magazine, May 2016:

[The Best VPN Services of 2016](#)

# How To Avoid Being One Of These People

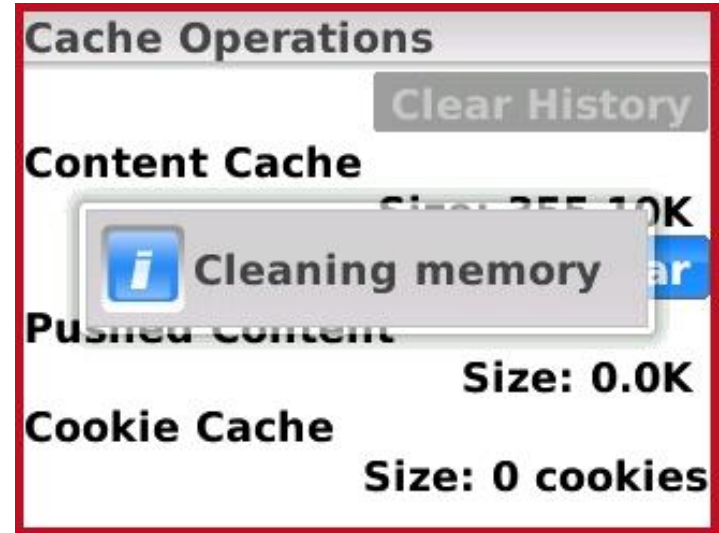
**Regular maintenance can keep you and your phone running smoothly**



- Treat your smartphone in many ways as you do your computer
- Regular maintenance extends battery life, speeds up device
- Simple steps will avoid frustration, and perhaps avoid embarrassment



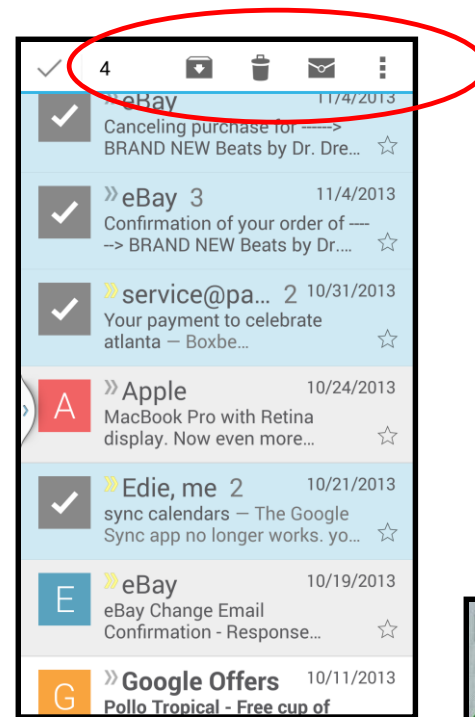
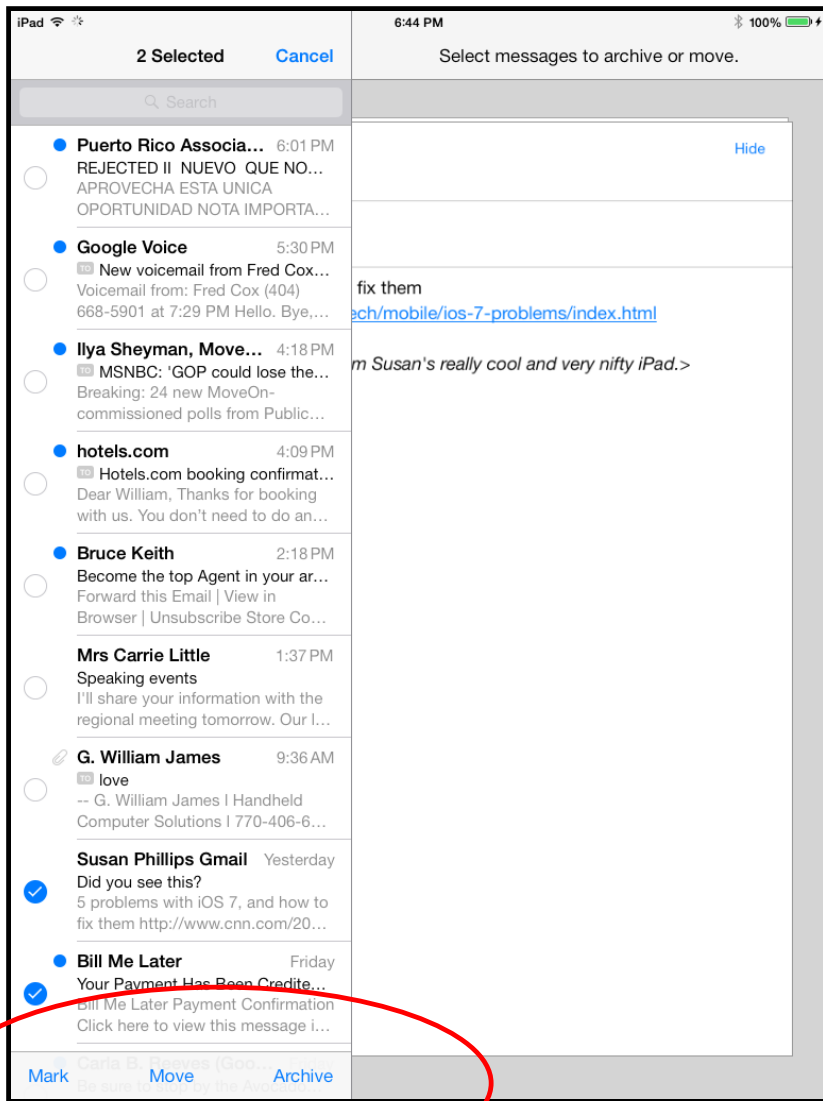
# Regular Maintenance Tips



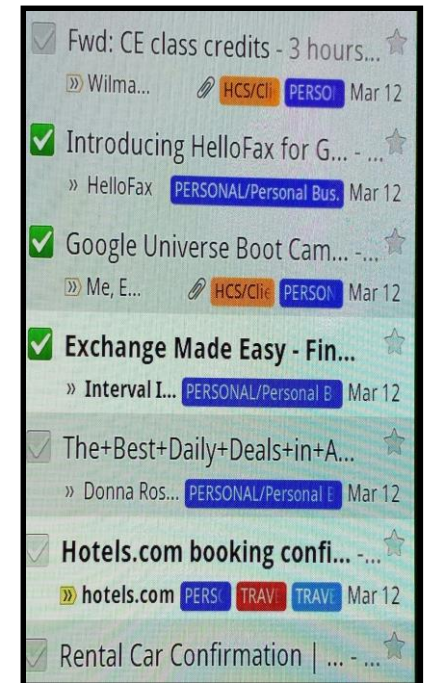
## ▪Clean out your email and text messages (Archive or Delete)

*See the smartphone as a convenience for email, and save email on computer instead*



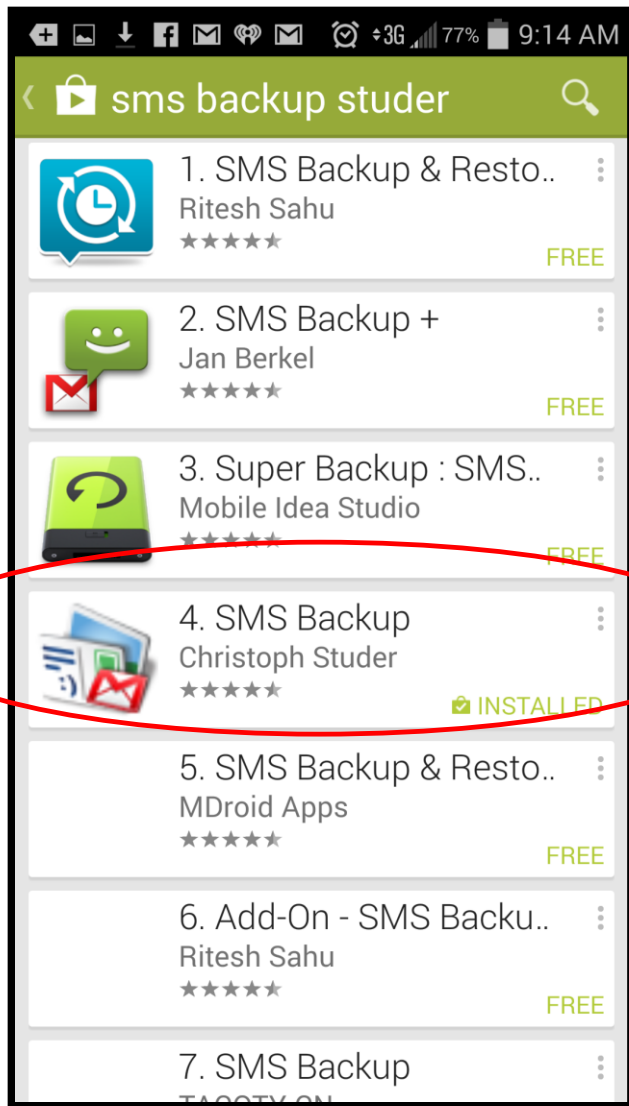


Android 4



Android 2 & 3





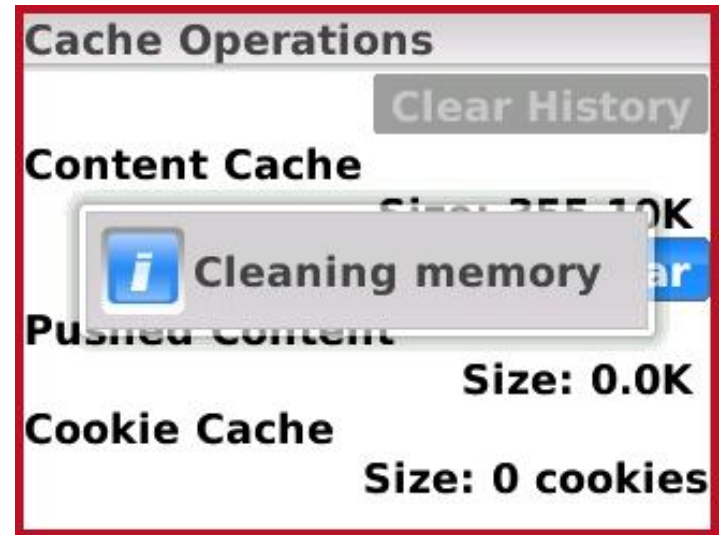
**Android**



**Apple iPhone**



# Regular Maintenance Tips



## ▪Clean out your email and text messages (Archive or Delete)

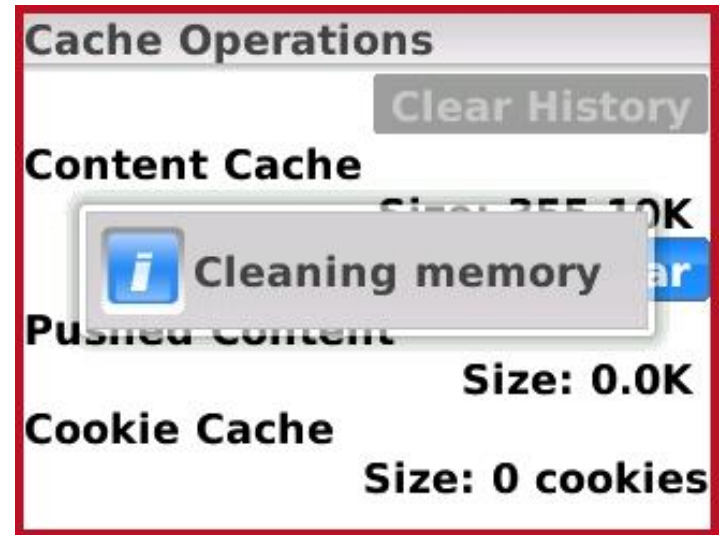
*See the smartphone as a convenience for email, and save email on computer instead*

## ▪Move all media (photos, video, music) to the memory card (Blackberry)

*Organize media files for quick access, especially listing photos*



# Regular Maintenance Tips



- **Clean out your email and text messages (Archive or Delete)**

*See the smartphone as a convenience for email, and save email on computer instead*

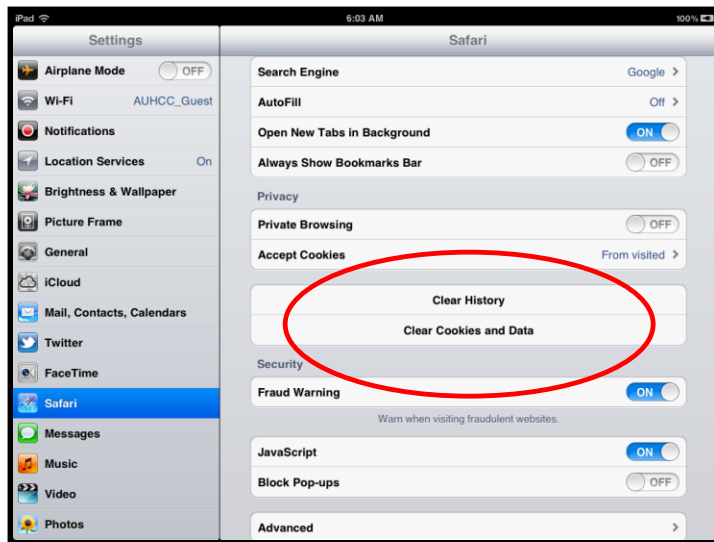
- **Move all media (photos, video, music) to the memory card (Blackberry)**


*Organize media files for quick access, especially listing photos*

- **Delete temporary Internet files, cookies, clear browser history**

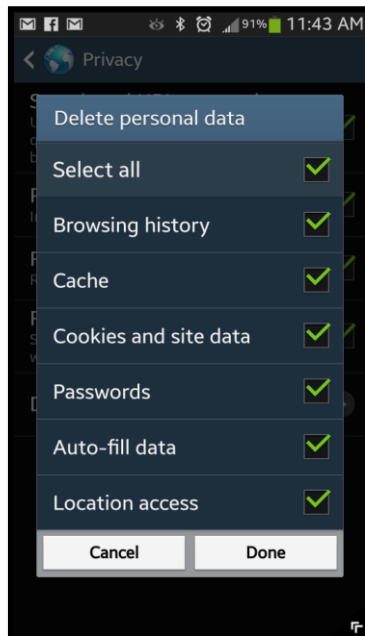
*Can typically be found in the Web browser settings menu*



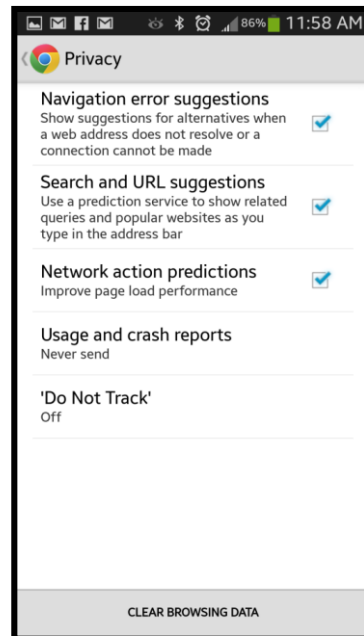


Clear Internet Explorer on  
Windows Phone 

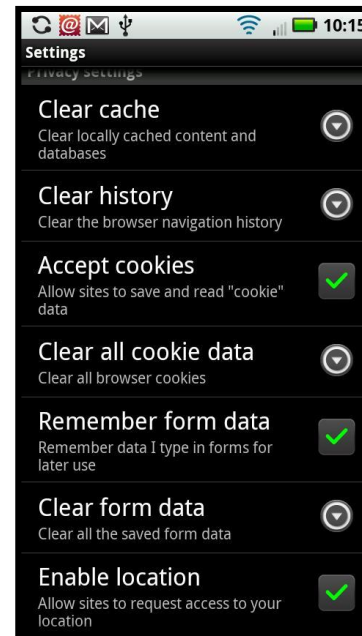
Open **Internet Explorer**.  
Tap **Settings** > delete history.



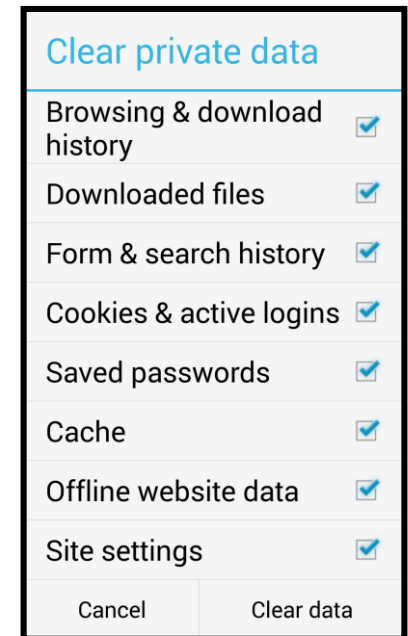
**Android 4**



**Chrome**

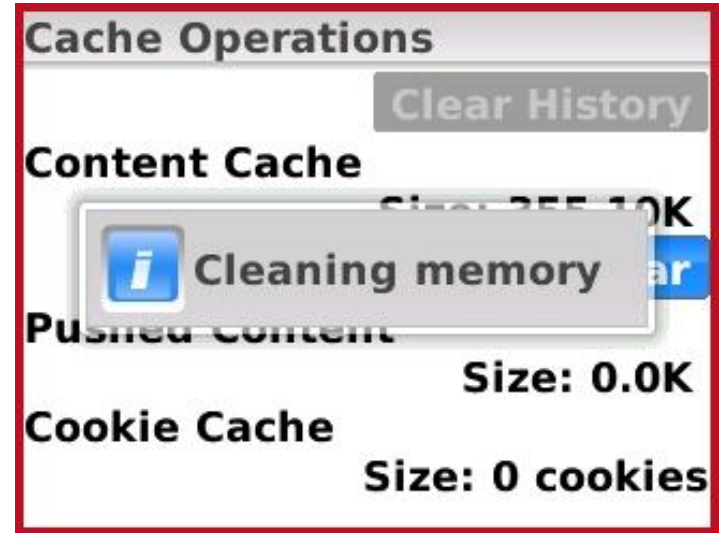


**Android 2 & 3**



**FireFox**

# Regular Maintenance Tips



- **Clean out your email and text messages (Archive or Delete)**

*See the smartphone as a convenience for email, and save email on computer instead*

- **Move all media (photos, video, music) to the memory card (Blackberry)**

*Organize media files for quick access, especially listing photos*

- **Delete temporary Internet files, cookies, clear browser history**

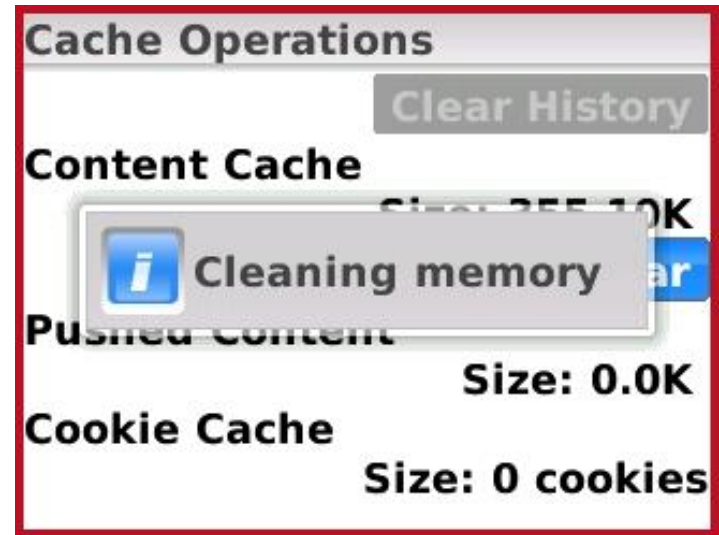
*Can typically be found in the Web browser settings menu*

- **Reset your device once per day**

*Removing the battery is best, if possible. This also refreshes your wireless network connection*



# Regular Maintenance Tips



- **Clean out your email and text messages (Archive or Delete)**

*See the smartphone as a convenience for email, and save email on computer instead*

- **Move all media (photos, video, music) to the memory card (Blackberry)**

*Organize media files for quick access, especially listing photos*

- **Delete temporary Internet files, cookies, clear browser history**

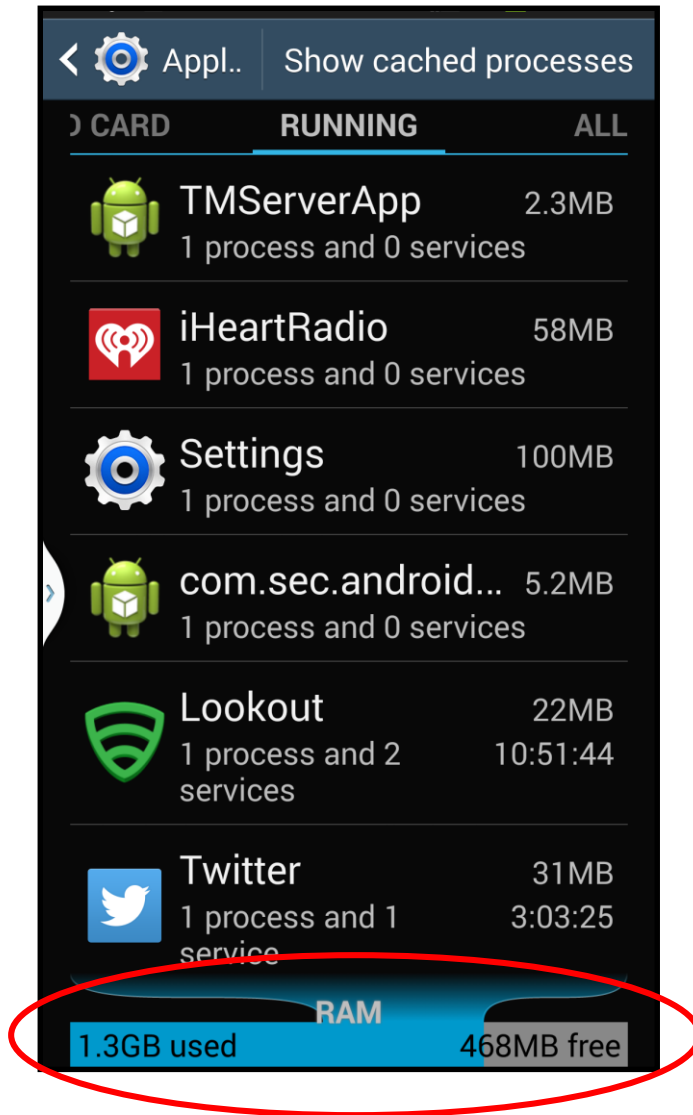
*Can typically be found in the Web browser settings menu*

- **Reset your device once per day**

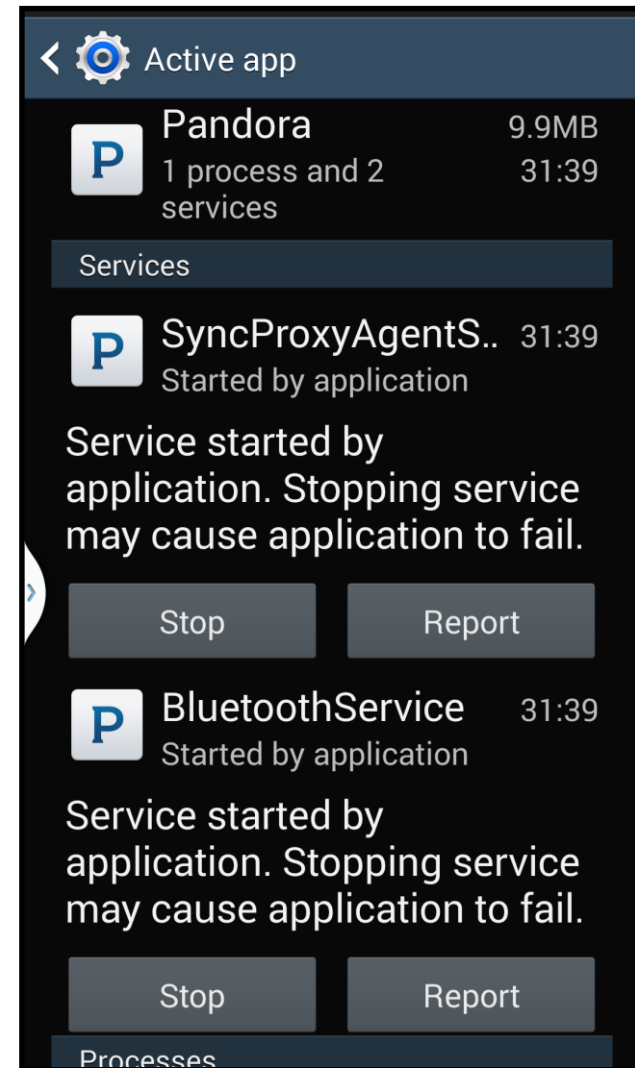
- **Stop running apps in the background to recover processor speed**



## Settings > More > Application Manager or Apps > Slide left to Running



Clear RAM = Faster Device



Press Stop To End Processes

# Questions?



## Handouts and Downloads

[www.pdapowerplus.com](http://www.pdapowerplus.com)

[www.gwilliamjames.com](http://www.gwilliamjames.com)

## Contact Me

[william@pdapowerplus.com](mailto:william@pdapowerplus.com)





**G. William James**

**Master Of The PDA**



**Handheld Computer  
Solutions**

# Thank You!

