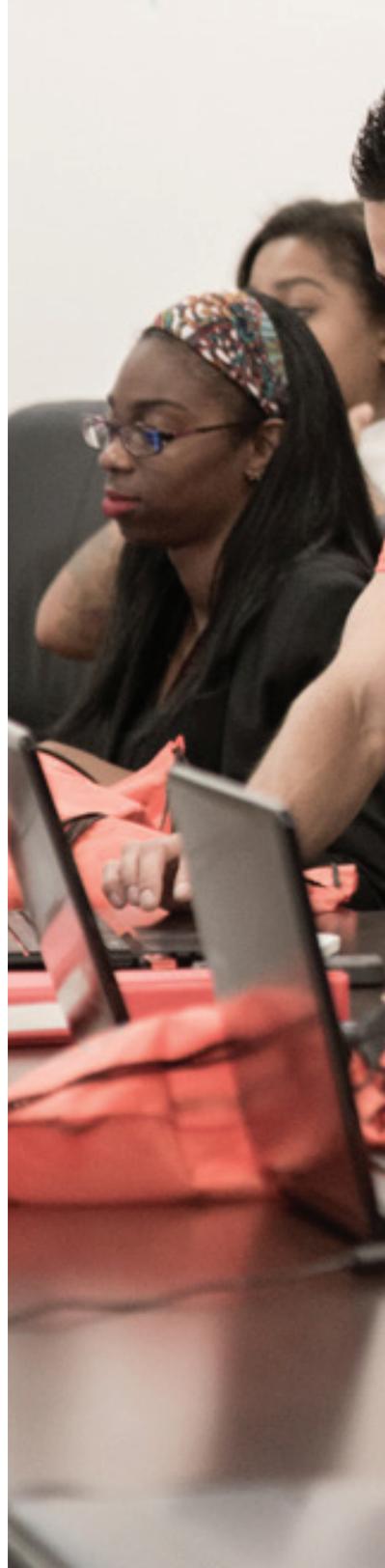# 12 Ways Being Online Can Improve Your Life

DigitalLiteracy
powered by Nashville Public Library

What is Digital Citizenship?

Digital citizenship describes the ability to use technology to reach goals and respond to challenges in the most important areas of life. Some of these areas include: the well-being of your loved ones, a job that allows you to support yourself and your family, access to quality health care, good schools for your children, a safe neighborhood, and government services. Thankfully, access to the Internet, whether at home or through a smartphone, can have a positive impact on each of these areas of your life. That's why Nashville Public Library wants to help every Nashvillian become a digital citizen. Learn how to get online today at Nashville Public Library.

Who Should Use This Guide?

Have you ever wondered if access to the Internet is important? Are you interested in using technology but not sure how it can impact your everyday life? Do you want to know more about the types of things you can do with your smartphone? If you answered "yes" to any of these questions, this guide is for you.

How Should This Guide Be Used?

Use this guide to see how technology can help you in the most important areas of your life. Each section includes a brief overview of how technology affects a different part of your life, 3 things you can do today with Internet access, an interesting technology fact, and one way you can get started right away!

Employment

Access to the Internet can help you improve your skills and find your next job.

3 Things You Can Do With Access to the Internet
- Search for a job
- Create, update, and improve your resume
- Find a job training program

Did You Know?

68% of job seekers say it is important to have computer, Internet, and printer access at public libraries.

How to Get Started

To start your resume and find a job, go to: jobs4tn.gov or visit an NPL Jobs Lab for help creating your Jobs4TN profile.

2

Education

Access to the Internet helps make learning a lifelong process for adults and children.

3 Things You Can Do With Access to the Internet
- Get your child extra help in math or science
- Search for adult education and training classes
- Read a book in electronic form ("e-book")

Did You Know?
Limitless Libraries is an amazing program that allows MNPS students to have items delivered to their schools from Nashville Public Library. Limitless Libraries also provides students the online resources of Nashville Public Library with downloads of free music, books and movies, research tools and learning sites for all ages.
Learn more here: limitlesslibraries.org

How to Get Started
Are you looking to continue your education? Get started today by visiting Tennessee's Community Colleges at:
tncommunitycolleges.org

3

Health

Access to the Internet can help you track important health goals, find information on diseases and treatments, and access your medical information.

3 Things You Can Do With Access to the Internet
- Visit the Nashville Farmer's Market online to learn about free healthy living events at: **nashvillefarmersmarket.org**
- Search for new recipes to meet weight-loss goals
- Visit the Be Well at NPL page at: **library.nashville.org/bewellnpl**

Did You Know?
19% of smartphone owners have downloaded an app specifically to track or manage health.

How to Get Started
Find preventative healthcare services, dental care, immunizations, family planning and many more resources at: **nashville.gov/Health-Department/Clinical-Health-Services**

Housing

Access to the Internet can help you find your next home or apartment.

3 Things You Can Do With Access to the Internet
- Search for a house
- Apply for and rent a new apartment
- Find a neighborhood that meets your family's needs

Did You Know?
60% of home buyers used the Internet during their search.

How to Get Started
Metropolitan Developement and Housing Agency can help you find a new home or apartment. For more information, visit: nashville-mdha.org

5

Family

Access to the Internet makes it easier to keep in touch with loved ones and find activities for your family.

3 Things You Can Do With Access to the Internet
- Use social media to share photos with family
- Find a local family-friendly festival
- Use a free video app to talk to relatives in another state or country

Did You Know?
Nashville International Center for Empowerment helps refugees, immigrants and their families to integrate into the community. Find out more at: **empowernashville.org**

How to Get Started
Nashville Public Library has free, family-friendly classes, performances, story times, and other events at 21 locations across town. Get online and browse the Library's calendar to check out what's happening near you at: **library.nashville.org/events**

6

Government Services

Access to the Internet helps makes it easier to find and use important government services.

3 Things You Can Do With Access to the Internet
- Find resources for veterans
- Apply for and maintain unemployment benefits
- Find financial help for individuals and organizations

Did You Know?
If you have a current valid Tennessee photo license, you may renew by mail or online and receive an updated license re-using your current photo.
See more at: dl.safety.tn.gov

How to Get Started
The Tennessee Department of Human Services can help you register for public benefits like Families First (TANF) and SNAP. For more information, go to:
tennessee.gov/humanservices

7

Civic Engagement

Access to the Internet is changing how everyday citizens engage with their local communities and elected officials.

3 Things You Can Do With Access to the Internet
- Email your councilmember about an important issue
- Create a petition to address a neighborhood issue
- Join a neighborhood email list (listserv) to find out what's happening in your community

Did You Know?
You can go online to find city services, watch recent Metro Council meeting videos, and sign-up for email trash collection reminders at: nashville.gov

How to Get Started
Do you have a neighborhood issue that needs attention? Or need assistance dealing with a Metro department, commission or agency? Visit:
nashville.gov/mayors-office/neighborhoods

8

Small Business

Access to the Internet can help you start a new business or grow the one you already have.

3 Things You Can Do With Access to the Internet

- Start a business
- Accept credit card payments
- Create a website or use social media to reach new customers

Did You Know?

60% of residents in large cities use cell phones and tablets to find information on restaurants and other local businesses.

How to Get Started

The Tennessee Department of Economic and Community Development provides resources on how to start a business in Tennessee at:
tn.gov/ecd/topic/how-to-start-a-business

Public Safety

Access to the Internet can help keep you and your family safe.

3 Things You Can Do With Access to the Internet
- Get updates on weather warnings
- Access tools that help you protect your personal information when you are online
- View crime reports and maps

Did You Know?
Smart911 allows you to create a safety profile for your household that includes important details that can be used in the event of an emergency.

How to Get Started
View active AMBER alerts (an early warning system to help find abducted children) at: **tn.gov/tbi**

10

News

Access to the Internet helps you stay informed about what's going on in your community, the country, and the world.

3 Things You Can Do With Access to the Internet
- Subscribe to free online versions of popular magazines and newspapers at Nashville Public Library
- Follow a major news story in another country
- Find or create a blog focusing on an issue that interests you

Did You Know?
Nearly 47% of Americans use mobile devices to access information and news about their local community.

How to Get Started
Do a web search to see if your favorite local paper, radio show, or magazine has its own website. You can also listen to National Public Radio at: npr.org

11

Entertainment

Access to the Internet makes it easier to have fun, whether you're at home or on the go.

3 Things You Can Do With Access to the Internet
- Listen to your favorite artist or radio station online
- Watch your favorite movie or tv show online
- Buy tickets to events online

Did You Know?
You can download free books, movies and music from Nashville Public Library at:
library.nashville.org/books-movies-music

How to Get Started
You don't have to be a visitor to enjoy all that Nashville has to offer. For more information on events in the city, visit: visitmusiccity.com

12

Everyday Use

Access to the Internet can help you manage your time, save money, and organize your life.

3 Things You Can Do With Access to the Internet
- Find MTA schedules for your daily commute
- Deposit a check using your smartphone
- Save money by shopping online for household appliances, toys, or groceries

Did You Know?
51% of U.S. adults bank online.

How to Get Started
Did you know you can ride the Music City Circuit for free? Check out all of the trips and services that Nashville MTA offers at: nashvillemta.org/

Basic Digital Literacy Skills Trainings offered by NPL

Using a Mobile Device
Have a smartphone or tablet but don't know how to use it? This class is for you! Learn to connect to the Internet, use apps, and explore websites.

Getting Started with Computers
In this class, you will learn about the various parts of the computer and how to use the mouse and the keyboard. Beginners are welcome!

Getting Started with the Internet
Learn how to navigate the Internet, use search engines to find information, and Internet terminology. Mouse and keyboard experience preferred.

Microsoft Word for Beginners
This class will show you how to create, format, and edit documents. Mouse and keyboard experience required.

Excel for Beginners
This class will show you how to create formulas and spreadsheets. Mouse and keyboard experience required.

Intro to Google Drive

Google has free online storage available through Google Drive. Learn how to create and store documents and materials with Google Docs. Mouse and keyboard experience required.

Intro to Social Media

Learn how to use popular social media sites such as Facebook to keep in touch with family and friends. Mouse and keyboard experience required.

*Check for availability of these and other classes at:
library.nashville.org/newcomputerusers

Jobs Lab at Nashville Public Library

Need to apply for a job online, but don't know where to start? We can help! Use library computers for free to search and apply for jobs. No appointment necessary.

Find out more at:
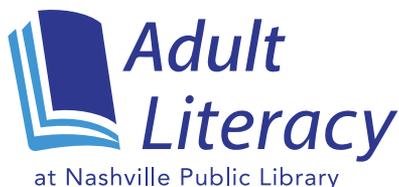library.nashville.org/newcomputerusers

STUDIO
NPL

Working with library staff and Studio Mentors, teen patrons use innovative technology tools to produce music and podcasts, photographs and films, 3D-printed designs, paper Circuits, E-Textiles, soldering, robotics, and more. If you want to wire it up, plug it in, or light it up, we have the tools and techniques to expand your electronic knowledge.

Studio NPL programming may be found at these Library Locations:

• Main Library • Bellevue • Bordeaux • East • Edmondson Pike • Goodlettsville • Green Hills • Madison • Southeast

Find out more at: nashvillepubliclibrary.org/studionpl

Adult Literacy
at Nashville Public Library

Nashville Public Library (NPL) connects Davidson County's adult literacy community by serving as a central hub where adult learners and the organizations serving them can get information, access education technologies and tools, and become enriched through professional development.

NPL supports adult literacy in the following areas:

• High School Equivalency (HSE)
• English Language Learners (ELL)
• Job Skills
• Digital Literacy

For more information, contact us at 615-880-2264

Discounted Offers

You can find low cost internet services, and discounted tablet and laptop offers at Everyoneon.org. For more information, visit: **www.everyoneon.org**

References

Jobs and Employment:
http://libraries.pewinternet.org/files/legacy-pdf/PIP_Libraries%20in%20communities.pdf

Health and Wellness:
http://www.pewinternet.org/fact-sheets/health-fact-sheet/

Housing:
http://www.pewinternet.org/2008/05/18/the-internet-and-finding-place-to-live/

Small Business:
http://www.pewinternet.org/2011/12/14/where-people-get-information-about-restaurants-and-other-local-businesses/

News:
http://www.pewinternet.org/files/old-media/Files/Reports/2011/Pew%20Knight%20Local%20News%20Report%20FINAL.pdf

Entertainment:
http://www.pewinternet.org/2013/10/10/main-findings/

Everyday Use:
http://www.pewinternet.org/2013/08/07/51-of-u-s-adults-bank-online/

Digital Literacy programs at Nashville Public Library are made possible by generous gifts to the Nashville Public Library Foundation from:

library.nashville.org
nplf.org

 @nowatnpl

 https://facebook.com/NashvillePublicLibrary

 https://facebook.com/NPLFoundation

 nowatnpl

Feedback
Please let us know if this guide has been helpful.
Reach out to us at: library.nashville.org/newcomputerusers