TechTips | *Newsletter*

PRESENTED BY THE DIGITAL LITERACY PROGRAM

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Ask the Educator

I deleted the app from my phone. Does that mean my account is gone too?

This is one of the most important tech questions to understand, and the answer surprises a lot of people. Deleting an app and deleting an account are two completely different things.

What deleting an app actually does

When you delete an app from your phone, you remove the software from your device. Think of it like taking a book off your shelf. The library still has the book. Your account, your saved data, and any subscriptions tied to that account all remain active on the company's servers.

For example, if you delete the Facebook app, your Facebook profile stays fully active. Friends can still see it, message you, and tag you in photos. You just cannot access it until you reinstall the app or log in through a web browser.

What deleting an account actually does

Deleting your account removes your profile, data, and history from the company's system. This is permanent and usually cannot be undone. For most services, you must do this through the app's settings or the company's website. Simply removing the app will not do it.

Why this matters for subscriptions

If you subscribe to a streaming app like Netflix or a news site, deleting the app does not cancel your subscription. Your credit card will still be charged each month. To stop charges, you must cancel through your account settings or your phone's app store.

A simple rule to remember

Deleting the app removes the door. Deleting the account removes the room. If you want your information gone, close the account. Do not just remove the app.

NEED HELP DELETING AN ACCOUNT?

Our educator can walk you through the steps for any specific app or service. Facebook, Amazon, streaming services, and more. Check our website for upcoming help sessions.

Digital Calm. A Simple Spring Tech Clean-Up

Digital clutter builds up for everyone. It can leave you feeling overwhelmed by emails, photos, and files you can no longer find. The good news: you do not have to fix everything at once. This spring, small steps can make a big difference.

Digital clutter is the buildup of files, photos, emails, apps, and accounts you no longer use or need. Just like a messy room, it slows you down, costs money in storage fees, and creates stress. The goal is not a perfect system. It is a calmer one.

WHY THIS AFFECTS YOU

Digital clutter wastes storage space, costs money in cloud fees, and makes it harder to find what you actually need. It also puts older, unsorted files at risk of being lost forever.

Your 10-Minute Weekly Tidy

Set a timer for 10 minutes once a week. Do just one small task each time.

Week 1

Delete at least 20 emails you no longer need.

Week 2

Delete at least 10 photos you do not care about.

Week 3

Empty the Trash or Recycle Bin on your phone or computer.

Week 4

Turn off one unnecessary notification, like a shopping app or social media alert.

BUILD THE HABIT

A one-time purge feels great, but clutter returns without a new routine. Small, consistent effort beats a single massive project every time. Repeat this four-week pattern each month of the year.

Your Spring Clean-Up. Three Tasks, 15 Minutes Each

You do not need a whole afternoon. Each of the following tasks takes about 15 minutes. Pick one to start. Return for the others whenever you are ready.

TASK 1 · ~15 MINUTES
Email Calm

Goal: Make your inbox feel less scary without reading every email.

- Sort your inbox to show ads and newsletters together. Look for a tab called 'Promotions,' 'Newsletters,' or 'Other' tab in your inbox and open it."

- Delete promotional emails older than 3 months.

- Set one new rule: if you have not opened a newsletter in 3 months, unsubscribe.

- If an email looks suspicious, report it as spam. Do not click any links inside it.

Your inbox is for messages that still need attention. Older messages can be found later using search.

TASK 2 · ~15 MINUTES
Photo Peace

Goal: Tidy up a small part of your photos without touching everything.

- Pick one month from a past year, for example "June 2021."

- Keep the best 1 to 3 photos from each event. Delete duplicates, blurry shots, and screenshots.

- If unsure, move "maybe" photos into a folder called "Review Later."

You are keeping the memories, not every single version of the same moment.

TASK 3 · ~15 MINUTES
Files in Their Place

Goal: Make one folder easier to manage.

- Open your "Downloads" or "Desktop" folder on your computer.

- Delete files you clearly no longer need: old installers, duplicate documents, random exports.

- Move important items into simple folders: "Work," "Home," and "Money."

Fewer, clearer folders are always better than many confusing ones.

Safety First. One Backup Step Before You Delete Anything

Before you remove anything important, take one safety step.

- Choose your 20 most important items: key family photos, tax documents, ID scans, and medical or financial records.

- Make sure each one has a copy in two places. For example, on your computer and on a USB stick, or on your computer and in a trusted cloud account like Apple iCloud, Google Drive, or Microsoft OneDrive.

BACK UP FIRST. THEN DELETE.

Once the truly important things are safe, letting go of the rest becomes much easier. Peace of mind is the first step.

Bring Your Own Device. Free Tech Help Near You

Have questions about your phone, tablet, or laptop? Bring your device to a free drop-in session with our Digital Literacy Resource Educator who can help you sign in to accounts, find your files, learn basic skills, and get comfortable using your device.

FIND A SESSION NEAR YOU

Sessions are held monthly at libraries and senior centers throughout Rensselaer County. Call your local location to confirm availability or visit **rensselaer.cce.cornell.edu** for the full schedule and upcoming CCE events.

Tech Tip

☀ Stop Your Screen From Going Dark Too Soon

Does your phone screen dim and lock while you are still reading? Your device does this automatically to save battery. The setting is called Screen Timeout on Android and Auto-Lock on iPhone and iPad. Most phones lock after just 30 seconds or 1 minute. You can change it in a few taps.

ANDROID PHONE & TABLET

1. Open **Settings**
2. Tap **Display**
3. Tap **Screen Timeout**
4. Choose your preferred time from the list

IPHONE & IPAD

1. Open **Settings**
2. Tap **Display & Brightness**
3. Tap **Auto-Lock**
4. Choose your time: 30 sec, 15 min, or Never

Menu names may look slightly different depending on your phone model.

Free Resources. Keep Learning at Your Own Pace

Explore these free online resources to keep building your skills at your own pace.

AT&T Connected Learning

Lessons on devices, the internet, and everyday digital skills.

LearnFree

Free tutorials on email, Micorsoft Office, Google tools, and more.

Digital House Cleaning

A free, 5-day program walks you through cleaning up email, photos, files, apps, and accounts.

GET IN TOUCH

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Rensselaer County
99 Troy Road, Suite 203
East Greenbush, NY 12061
Phone: 518-272-4210
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TECH HELP RESOURCES

Senior Planet Hotline
888-713-3495
Mon-Fri. 9a.m. - 8 p.m. ET
Sat, 9 a.m. - 2 p.m. ET