

## **Digital**

1. Set up online grocery shopping
2. Purchasing presents for friends and family
3. Help get broadband in place
4. iPad tutorial
5. Tablet tutorial
6. Mobile phone tutorial
7. WhatsApp tutorial
8. Zoom tutorial
9. Facetime tutorial
10. Skype tutorial
11. Facebook / Instagram Tutorial
12. Purchase speakers / hardware for computer
13. Change printer cartridge
14. Swap/ replace sim cards
15. Update software
16. Troubleshoot routers
17. Help paying bills
18. Introduction to IT professional if required
19. Getting photos printed

## **Home**

20. Change lightbulbs
21. Descale kettles
22. Arrange household repairs
23. Arrange quotes from tradespeople for planned work
24. Liaise with tradespeople
25. Be in attendance when work to the home is carried out
26. Purchase home accessories online
27. Manage utility companies
28. Switch utility providers
29. Read meters
30. Assistance to renew household insurance and subscriptions
31. Assistance to renew car insurance and ensure it is taxed and MOTd
32. Make complaints on your behalf

## **Administration**

33. Check bank statements and other bills are correct
34. Assist with phone calls
35. Compose / write emails
36. Set up automated repeat prescription service
37. Filling in forms

38. Filing
39. Assistance with getting professionals to set up a Will
40. Assistance with getting professionals to set up Powers of Attorney
41. Getting attendance allowance
42. Purchasing tickets for days out
43. Organising holidays

#### **Errands**

44. Pharmacy
45. Corner shop
46. Watch batteries
47. Dry cleaning
48. Bank
49. Post office
50. Cards and wrapping paper

And if you can think it, we can probably assist.