# INTRODUCTION to the INTERNET.

T He Internet is no longer a medium just for computer specialists or technically inclined people. It's being used by people just like you and me.

It's being used by teachers, doctors, writers, students, business and practically all other areas of our community.

It is used for entertainment, used for games, used for hobbies, providing hours of fun for millions of people all around our globe.

The internet is rapidly being transformed into what may become the major news and information medium of the late 20$^{th}$ and early 21$^{st}$ centuries, thousands of libraries, research centers and periodicals are now online.

There is no doubt that the internet will entice tens of millions of people to go online. Estimates suggest that the number of people on the Net is growing by hundreds of thousands every month! A lot of people get on to the internet for the opportunity to use email and then get hooked.

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## BROWSERS:

The main browsers that are used to surf the internet are Internet Explorer, Netscape and Opera.

All see the internet differently and with the way each can be customized there are a million ways to see a web site.

## WHAT IS A BROWSER.

A browser is software that lets you surf [ travel ] much of the internet by simply clicking your mouse on icons [ images ] and hypertext specially marked words or phrases that automatically connect you to more info at other places ].

For the rest of this tutorial we will be describing Microsoft Explorer as this is the most used browser, but that is not to say that the others [ and there are many hundreds ] are not as good.

You can download many browsers for free from http://webattack.com and I would not put one over the other except to say that the majority of sites are set up to be viewed by MS Explorer.
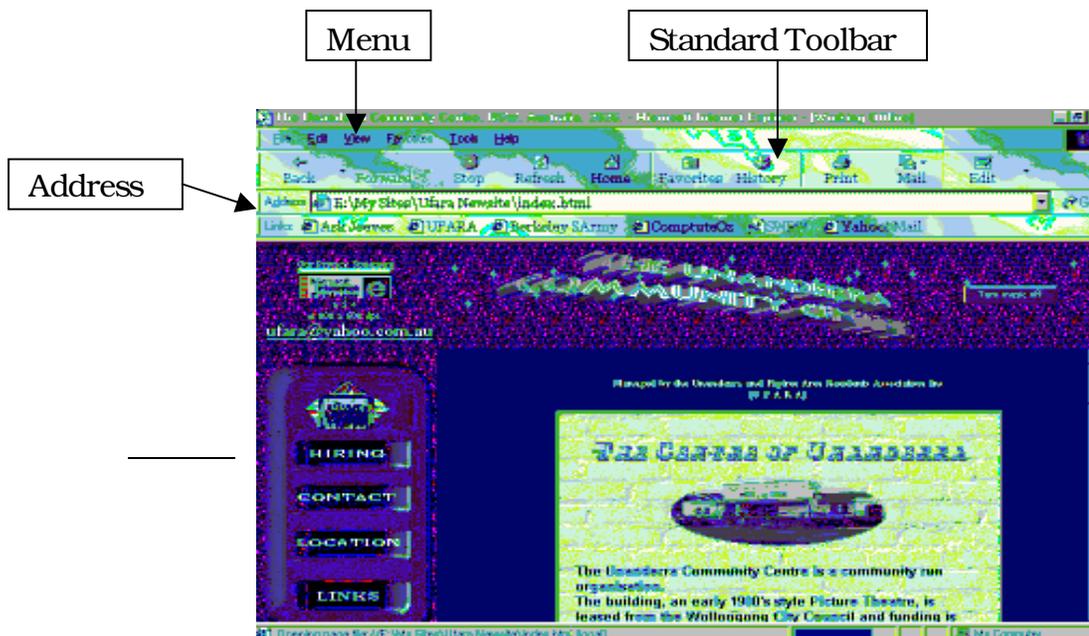
# MS INTERNET EXPLORER

## USING EXPLORER.

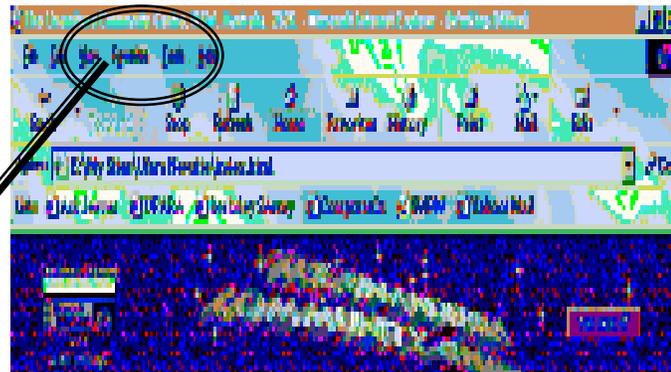- Click on Start / Programs / Internet Explorer.

The screen will display the web site that has been designated as your homepage. This may have appeared by default, don't worry too much because we will be changing this latter on.

- Take a moment to familiarize yourself with the screen

Menu

Standard Toolbar

Address



## FAVOURITES

When you find Web sites or pages that you like, you can keep track of the address so that you can revisit them again. In the future. Any time you want to open that page or Web site, just click the Favourite pages button on the toolbar, and then click the shortcut in the Favourites list.

# ADDING A WEB SITE TO FAVOURITES

- Make sure you are currently viewing the Web site that you want to make a favorite.

- Click on Favourites.

- Click on the Add button above the left hand panel.

- If you want the site to be available offline then check the box.

- You can also modify the name for the site by typing the text into the Name box.

$<$ You can also create folders so that your favourites can be grouped into specific areas. To store a favourites into a folder from the start, click on the folder in the left panel or create one from scratch from the file menu. Click on the add button to store that site within the folder.

Accessing a site from your favourites will save you from repeatedly having to type in the address for a site. You can quickly access all your favourite sites at the click of a button.

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H **Accessing a Site from Favourites**

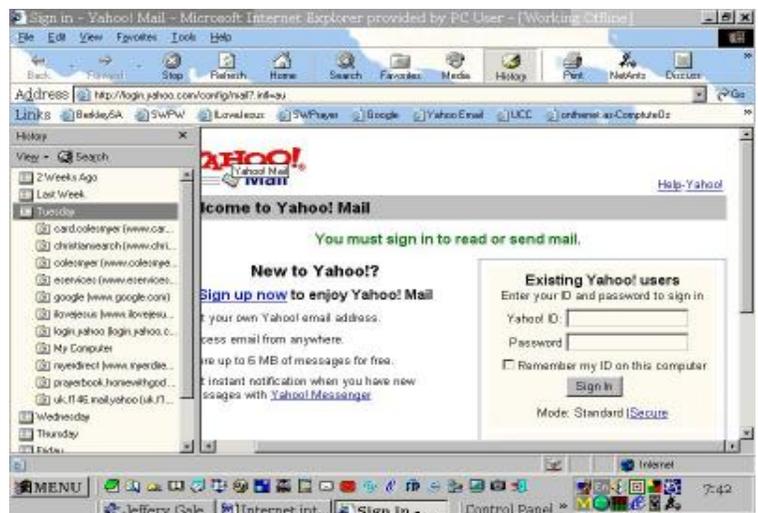Click on the Favourites button on the Standard toolbar.

In the left panel access the folder where the Favorite site is stored.

You will now be taken to this site.

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# USING THE HISTORY LIST

The History list displays the web pages you have visited recently and even those that you visited a few weeks ago.
The History list remembers the location of web sites which you forgot. To access History, all you have to do is click on the History button on the Standard Toolbar, then in the left hand panel select the week or day you need, them select the web site you wish to access by clicking on the hyperlink once.

When using a search engine there are a few tricks that we can use, the idea is to refine your search results to only those that are most useful and relevant.

We use a language called Boolean to do searches.

| Boolean Language | Function |
|---|---|
| * | At the end of a keyword will search for multiple forms eg. Big, Bigger, Biggest. |
| + | Before a word means that the word is included in the search. |
| - | Before a word means that the word is excluded from the search. |
| "Phrase" | Enclose a phrase in " " to include spaces and to search for the complete phrase rather than individual words. |
| And | Locks in the word before and the word after when searching. |
| Or | Make the number of items the computer finds grow larger. |
| Not | The word before **NOT,** the word after is ignored. |
| Near | Finds documents containing both specified words or phrases within 10 words of each other. **Meat NEAR pie** would find documents with meat pie, but most likely not any other pie. |
| ( ) | Use parentheses to group complex Boolean phrases. **(meat AND pie)** , **(meat OR pie)**. |

< Not all search engines identify Boolean expressions by name. Some use a series of symbols, such as '**&**' for '**and**' or '**!**' for '**not**'.
Others offer the use of Boolean expressions only through their advanced search option.