

Internet Searching for Beginners

Common Terms

Internet: a massive network of networks, a networking infrastructure. It connects millions of computers together globally in computers can communicate with any other computer as long as they are both connected to the Internet.

World Wide Web (www) or Web: a way of accessing information over the Internet.

URL or Web Address: pinpoints the location of a particular document or website on the WWW (analogous to a postal address).

- The information contained in a [URL](#) gives you the ability to jump from one [web page](#) to another with just a click of your mouse. Every URL is unique and identifies one specific [file](#).



Domain Names

- ♦ .com: commercial, for-profit
- ♦ .org: service or non-profit organizations
- ♦ .edu: educational institutions
- ♦ .gov: government agencies or dept.
- ♦ .net: networking organizations

Link or Hyperlink: any text or picture that allows you to move to another web page when you click on it. If the mouse arrow turns into a hand, you are on a link.

Icon: small picture used to represent some thing or action. Clicking on the icon performs that action. Examples include the forward/back arrows.

Internet Service Provider (ISP): any company you pay to provide connection from your computer to the internet. Examples: Bresnan, Quest, MSN

Web Browsers: software program that allows users to view the web (Internet Explorer, Mozilla Firefox).

- A web browser is a software application that enables a user to display and interact with text, images, videos, music and other information typically located on a Web page at a website on the World Wide Web. Typically, they can be found on the **Desktop** and/or the **Start** menu.

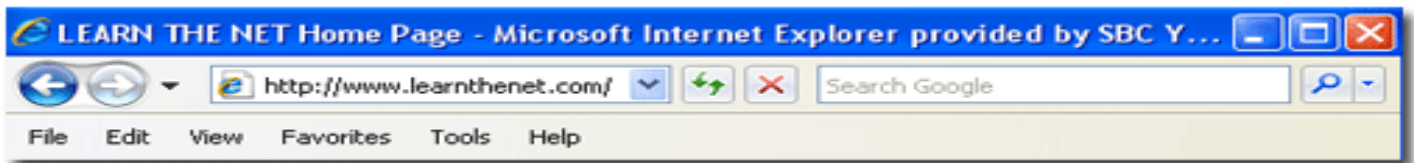


- Internet Explorer

- Mozilla Firefox
- Web browsers use Toolbars, just like most Windows applications
 - **File:** Print the website or open up a new browser window or tab.
 - **Edit:** Cut, copy, and paste text.
 - **View:** Change the size of the text.
 - **History:** Shows where you have visited over the last several days.
 - **Bookmarks / Favorites:** Save web addresses so that you can revisit them quickly without having to retype them.
 - You can organize your bookmarks by folder.
 - Create a new folder by choosing the **New Folder** Button and naming your folder. You can then choose to add bookmarks to this particular folder.
 - **Tools:** Allows you to change the settings on your browser.

Address Bar

Enter the URL of a site by typing it into the **Address** bar of your [web browser](#),



Back button sends you back to the last page viewed



Forward button allows you to return to a page after you've used the Back button.



Stop button stops the web browser from loading the current page.



Refresh button reloads the current page. By reloading the page, any new data will be updated.



Home button will always take you back to the first page displayed when you first opened the web browser.



Print button allows you to print the current page displayed by the web browser.

Search Engines

Internet search engines are designed to help people find information stored on other websites. Search engines:

- ♦ Are searchable by keyword & search millions of web pages.
- ♦ Allow both simple and advanced searches
- ♦ Search results are usually ranked in order of relevancy.

Some Major Search Engines are:

- **Google:** www.google.com
- **Ask:** www.ask.com
- **MSN Search:** search.msn.com
- **Yahoo:** www.yahoo.com

Search Box: Type search terms into a search box to find links to relevant websites.

- Hurricane rating system
- Platypus habitat
- Nobel Prize global warming

Search Tips & Techniques

- ♦ Identify **Keywords** or Concepts, and Synonyms
- ♦ If in doubt, begin your search **broadly** and then narrow or refine your search
- ♦ Learn Search **Shortcuts**
 - **Example:** Try "19th century chairs" instead of "old furniture" or use "digital camera reviews" instead of "electronics"

Tip #1: Exact Phrase Searching

Use "quotation marks" to isolate specific words and phrases

- ♦ Example: "voter apathy"
- ♦ Example: "spicy chicken curry"

Tip #2: Negative Term Searching

Use when word has more than 1 meaning.

Insert minus sign "-" or **NOT** before words related to the meaning you want to avoid

- ♦ Example: dolphins -football

Tip #3: Broad Searching

Find results that include either of two or more search terms to broaden your search

Use uppercase **OR**

- ♦ Example: new Zealand kayaking OR biking

Tip #4: "Fill in the Blank" Searching

Ask a question by using the fill-in-the-blanks approach by placing an **asterisk** "*" in the part of the sentence or question that you want filled in.

- ♦ Example: the parachute was invented by *