Internet for Beginners
navigating, bookmarking, and searching

Salina LIBRARY
Prepare for LIFE.

Browser

A browser is a program that gets you to the Internet and allows you to view websites. Websites are written in code. The browser interprets the code. Different browsers interpret the code in different ways. This means that websites sometimes look different depending upon the browser being used.

The most common browsers are Internet Explorer, Mozilla Firefox, Google Chrome, and Safari.

The most important parts of the browser are the back/forward buttons, the address bar, the tabs, the home button, and the favorites button.

The address bar is located near the top left of the browser window. It acts as a navigation tool. Typing a URL (Uniform Resource Locator) or Web address in the address bar and pressing Enter on the keyboard navigates to and displays a website. The URL typed must be an address that exists for the browser to display it. Note that the Web address or URL is not always the same as the name of the website. When typing in a Web address or URL, you often do not need to type "http://" or "www."

The back/forward buttons allow you to navigate back and forth between websites which have been viewed during a single browsing session. Do not use these buttons after logging in to a secure website. Doing so can cause errors in the viewing of the Web pages.

Tabs are pieces of the browser which allow you to view multiple websites at the same time.

The home page is the website the browser opens first. Click once on the home button to return to the home page. The home button looks like a house. The home page can be changed to any website. Changing the home page to a website you often visit can be very helpful.

The favorites/bookmarks button displays a list of websites you select.

Link

A link is a faster way to get to a different Web page. Usually, links are blue and underlined. Hovering over a link changes your cursor into a pointed finger. Click once on a link to go to a different Web page.

Favorites/Bookmarks

The favorites/bookmarks button displays a list of websites you select. The favorites/bookmarks button looks like a star.

To add a favorite/bookmark, first navigate to the website you would like to add. Next, open the list of favorites/bookmarks by clicking on the favorites/bookmarks button. Then, click on "Add to Favorites." Change the name of the favorite in the box that appears. Finally, click on "Add."

To go to a favorite/bookmark, first open the list of favorites/bookmarks by clicking on the favorites/bookmarks button. Then, click on the name of the favorite/bookmark.

Tabs

Tabs are pieces of the browser which allow you to view multiple websites at the same time. To open another website, click on the new tab button. The new tab button is a lighter colored box to the right of the current tab.

To switch between tabs, click on the desired tab.

Search

The Internet is comprised of billions of websites. A browser is a program that gets you to the Internet and allows you to view websites. A search engine is a website which helps you locate other websites.

Think of a browser as a car or cell phone. The browser is the vehicle which gets you to the websites. Common browsers include Internet Explorer, Google Chrome, Mozilla Firefox, and Safari.

Think of a search engine as a GPS unit, the 411 Information line, or a directory. The search engine is the tool which helps you find the addresses for websites. Common search engines include Google, Bing, Yahoo!, and Ask.com.

A search engine uses keywords to find websites. After performing a search, a list of results appears. Search engines are looking for words on websites and have no context. Different search engines will produce different results. Results are listed in a specific order based on the number of times the keywords appear on the Web pages as well as the number of times the websites have been visited. Each search engine weighs these factors differently and lists websites in a different order.

Click on the name of a website in the results list to view the website.

Tips
- Navigate directly to known websites.
- Add important websites to favorites/bookmarks.
- Use a search engine to find websites.
- Do not be afraid to ask for help.

Jennifer Ranger, Digital Services Librarian