

Internet Basics

Using web browsers and finding
information online



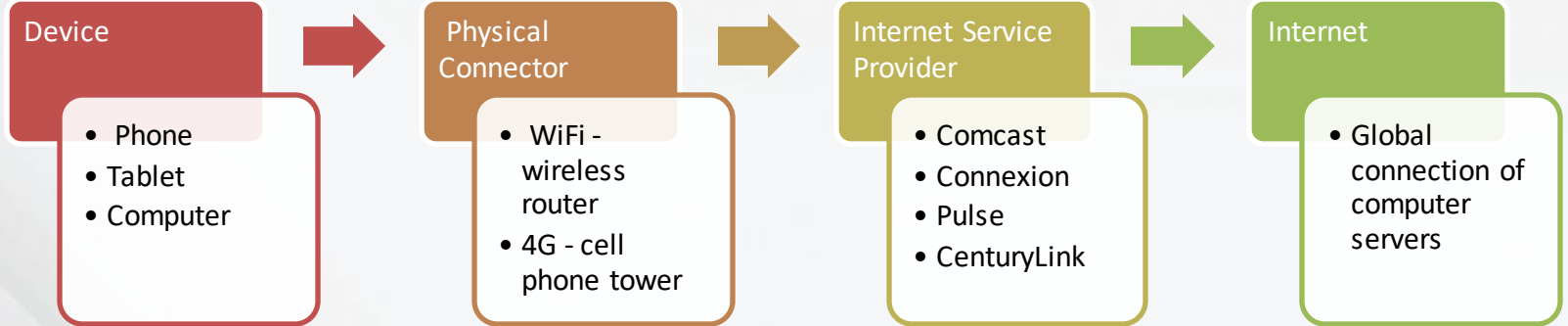
**TECHNOLOGY
& COMPUTER
TUTORIALS**

Course Learning Outcomes

By the end of class students will:

- understand the basic components of a web browser
- be able to enter queries in a search engine
- have tools for evaluating a website
- know how to navigate online forms
- know where to look for further help and learning

How does the internet work?



Connecting to WiFi

- Select Wireless icon
- Choose network
- Private network: Enter password
- Public network: Click "Continue" or "Agree"



Locate the wireless icon in your system tray.

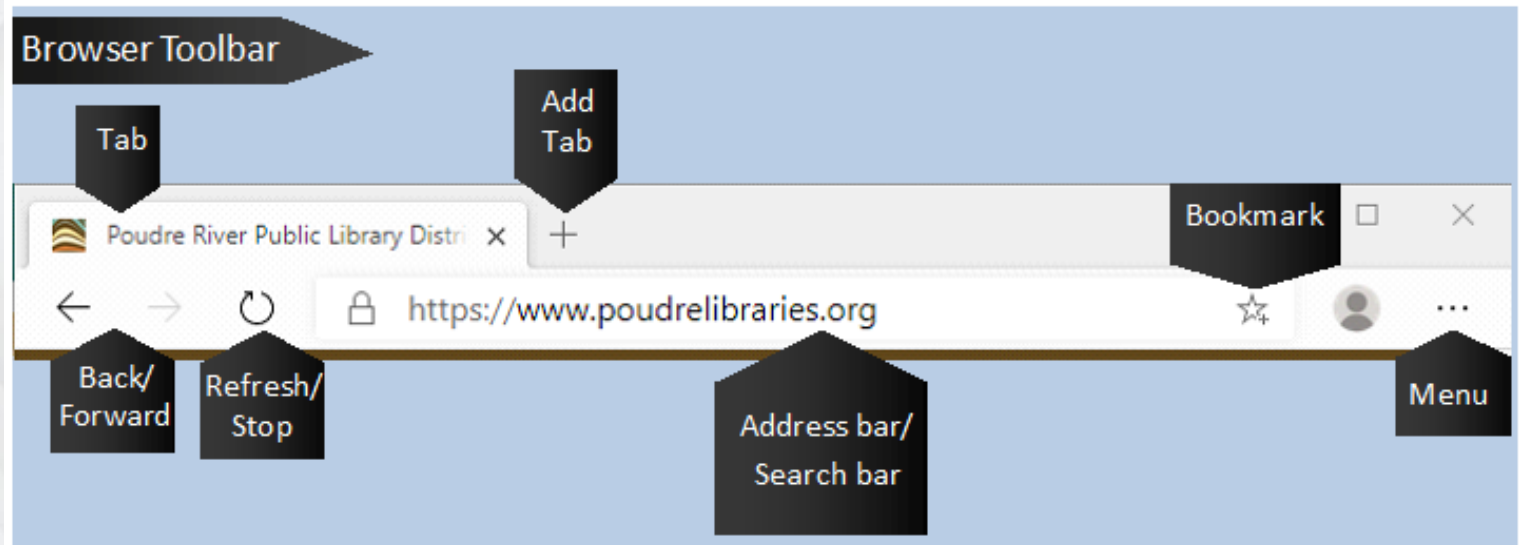
Web Browsers

- A **browser** is software designed to access websites via the internet.
 - Examples: Microsoft Edge, Google Chrome, Mozilla Firefox, Apple's Safari, Brave



Look for browser icons on your desktop.
Choose a browser and open it.

Using a web browser



Tip! Keyboard Shortcut: Use the Ctrl key and the + or – key to zoom in and out.

Web Addresses

Website addresses indicate where a website “lives” in the form of a URL (Uniform Resource Locator).

Every website has a unique URL.

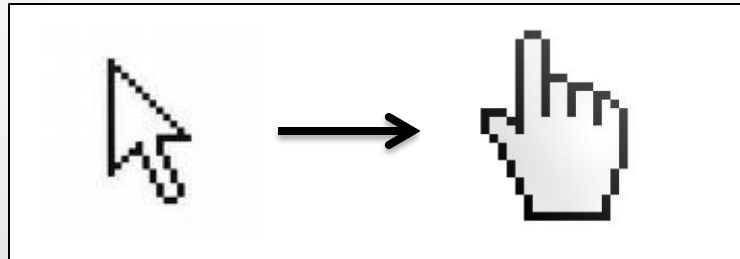
<http://www.example.com>

Extensions:

- .com (commercial) coloradoan.com
- .net (general use) fortcollinsclub.net
- .org (organizational) poudrelibraries.org
- .edu (educational) colostate.edu
- .mil (military) army.mil
- .gov (governmental) whitehouse.gov
- .eu/.uk (European/UK) bbc.co.uk

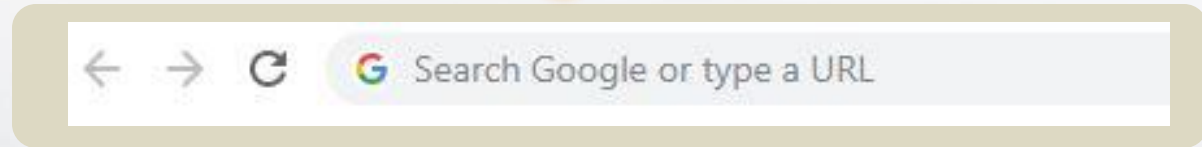
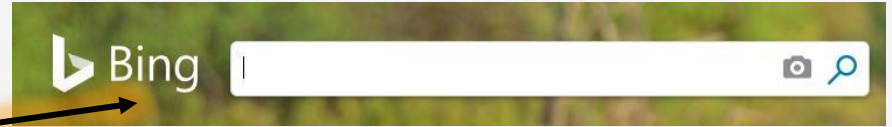
What is a hyperlink?

- A **reference** that takes you from one point to another.
- A hyperlink often has blue text and is [underlined](#).
- When you hover over a hyperlink, your mouse icon will change from an **arrow** to a **hand**.
- Images may be hyperlinks as well. A common hyperlink on websites is the logo which returns you to the homepage for that site.



Using the web

- 3 options
 - Search engine
 - Exact web address
 - Address bar search



Search Engines

- A search engine is a program that looks for items in a database to match a query.
- Online search engines include:







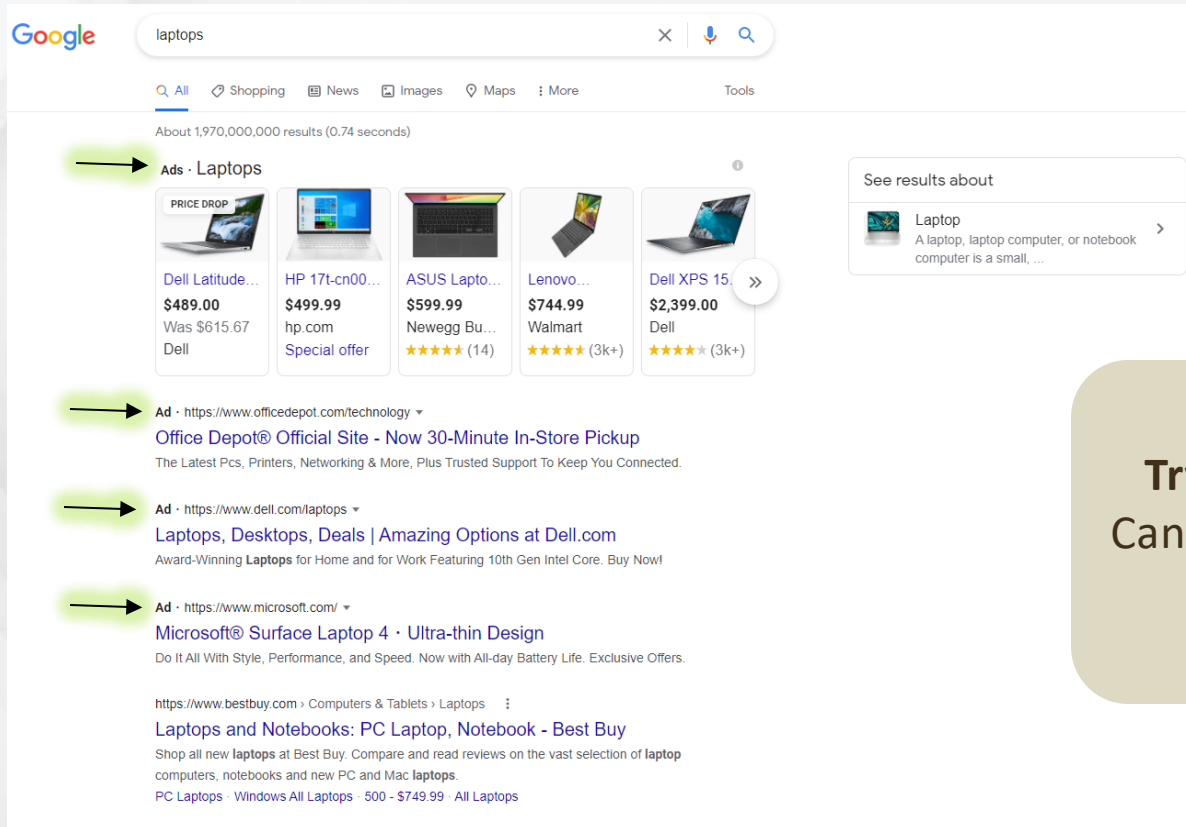




DuckDuckGo



Google results page - Watch for Ads!








Google laptops


All Shopping News Images Maps More Tools

About 1,970,000,000 results (0.74 seconds)

Ads · Laptops

 PRICE DROP Dell Latitude... \$489.00 Was \$615.67 Dell	 HP 17t-cn00... \$499.99 hp.com Special offer	 ASUS Lapto... \$599.99 Newegg Bu... ★★★★★ (14)	 Lenovo... \$744.99 Walmart ★★★★★ (3k+)	 Dell XPS 15... \$2,399.00 Dell ★★★★★ (3k+)
---	---	---	---	--

See results about

 Laptop
A laptop, laptop computer, or notebook computer is a small, ...

Ad · <https://www.officedepot.com/technology> ▾
Office Depot® Official Site - Now 30-Minute In-Store Pickup
The Latest Pcs, Printers, Networking & More, Plus Trusted Support To Keep You Connected.

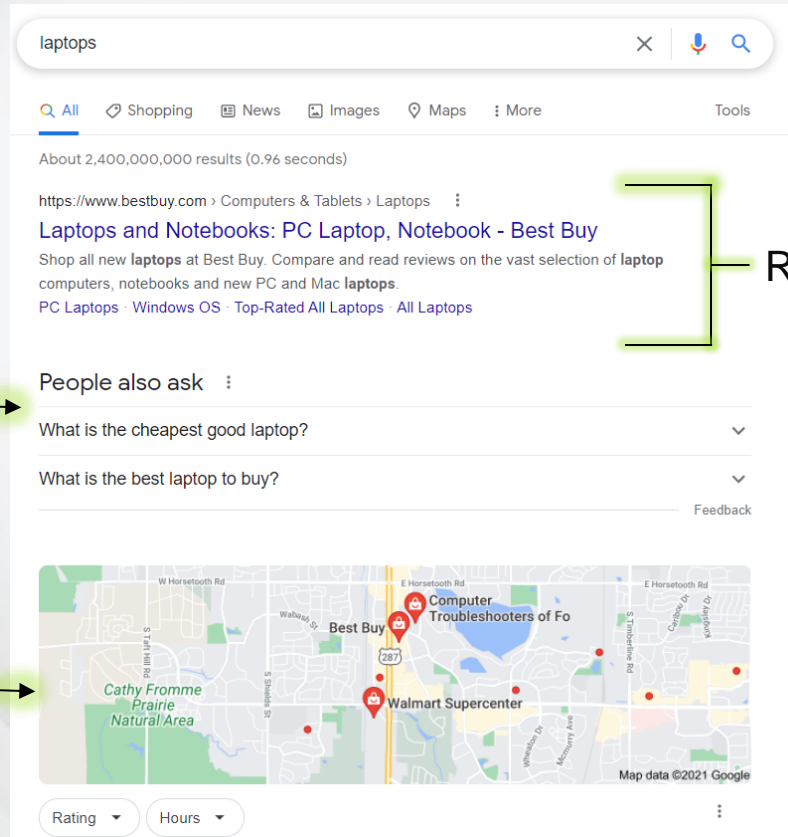
Ad · <https://www.dell.com/laptops> ▾
Laptops, Desktops, Deals | Amazing Options at Dell.com
Award-Winning **Laptops** for Home and for Work Featuring 10th Gen Intel Core. Buy Now!

Ad · <https://www.microsoft.com/> ▾
Microsoft® Surface Laptop 4 · Ultra-thin Design
Do It All With Style, Performance, and Speed. Now with All-day Battery Life. Exclusive Offers.

<https://www.bestbuy.com> > Computers & Tablets > Laptops & :
Laptops and Notebooks: PC Laptop, Notebook - Best Buy
Shop all new **laptops** at Best Buy. Compare and read reviews on the vast selection of **laptop** computers, notebooks and new PC and Mac **laptops**.
PC Laptops · Windows All Laptops · 500 - \$749.99 · All Laptops

Try a Google Search.
Can you identify the ads
on the page?

Google results page



The screenshot shows a Google search for "laptops". The search bar at the top contains the word "laptops" and has a search icon. Below the search bar are navigation tabs for "All", "Shopping", "News", "Images", "Maps", and "More". The search results indicate "About 2,400,000,000 results (0.96 seconds)". The first result is from Best Buy, titled "Laptops and Notebooks: PC Laptop, Notebook - Best Buy". Below this result is a section titled "People also ask" with two questions: "What is the cheapest good laptop?" and "What is the best laptop to buy?". At the bottom of the search results is a map showing the location of the Best Buy store and a Walmart Supercenter. The map includes street names like W Horsetooth Rd, E Horsetooth Rd, S Shoshone St, and S Truett Rd. There are also labels for "Cathy Fromme Prairie Natural Area" and "Computer Troubleshooters of Fo".

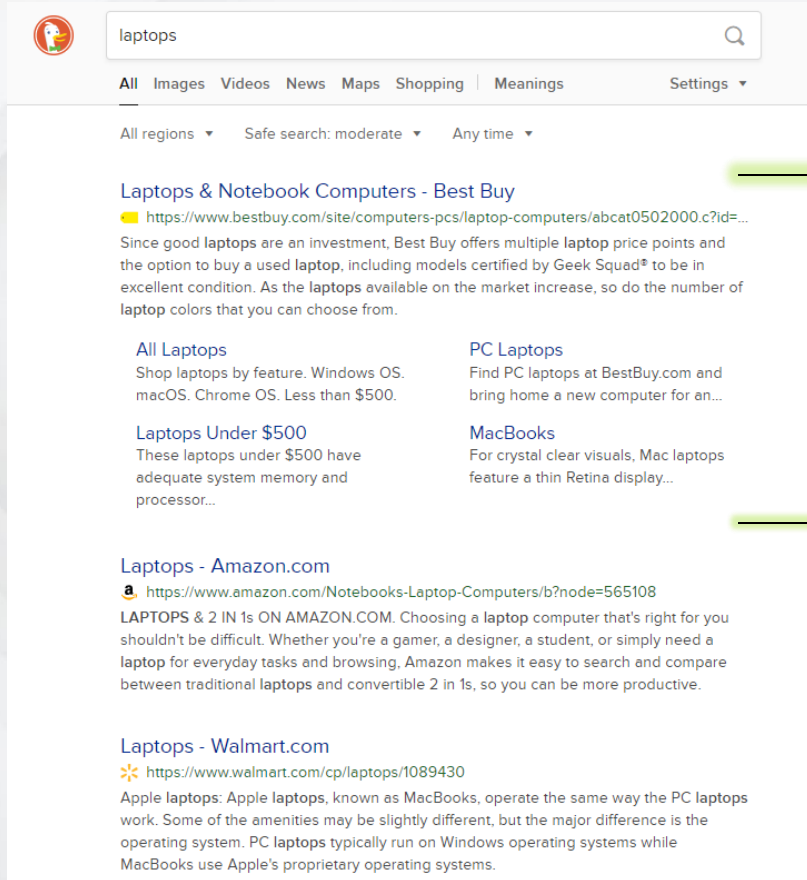
Result

Suggested additional questions

Locations in your area

Scroll past the ads.
What types of content appear on the results page?

DuckDuckGo Results Page



The screenshot shows a DuckDuckGo search results page for the query 'laptops'. At the top, there is a search bar with the word 'laptops' and a magnifying glass icon. Below the search bar are navigation links: 'All', 'Images', 'Videos', 'News', 'Maps', 'Shopping', 'Meanings', and 'Settings'. Underneath are filters: 'All regions', 'Safe search: moderate', and 'Any time'. The first search result is titled 'Laptops & Notebook Computers - Best Buy' and includes a URL, a paragraph of text, and three sub-sections: 'All Laptops', 'PC Laptops', and 'MacBooks'. The second result is titled 'Laptops - Amazon.com' and includes a URL and a paragraph of text. The third result is titled 'Laptops - Walmart.com' and includes a URL and a paragraph of text. A green bracket on the right side of the page groups the three search results under the heading 'Result'.

Laptops & Notebook Computers - Best Buy
<https://www.bestbuy.com/site/computers-pcs/laptop-computers/abcat0502000.c?id=...>
Since good **laptops** are an investment, Best Buy offers multiple **laptop** price points and the option to buy a used **laptop**, including models certified by Geek Squad® to be in excellent condition. As the **laptops** available on the market increase, so do the number of **laptop** colors that you can choose from.

All Laptops
Shop laptops by feature. Windows OS. macOS. Chrome OS. Less than \$500.

PC Laptops
Find PC laptops at BestBuy.com and bring home a new computer for an...

MacBooks
For crystal clear visuals, Mac laptops feature a thin Retina display...

Laptops Under \$500
These laptops under \$500 have adequate system memory and processor...

Laptops - Amazon.com
<https://www.amazon.com/Notebooks-Laptop-Computers/b?node=565108>
LAPTOPS & 2 IN 1s ON AMAZON.COM. Choosing a **laptop** computer that's right for you shouldn't be difficult. Whether you're a gamer, a designer, a student, or simply need a **laptop** for everyday tasks and browsing, Amazon makes it easy to search and compare between traditional **laptops** and convertible 2 in 1s, so you can be more productive.

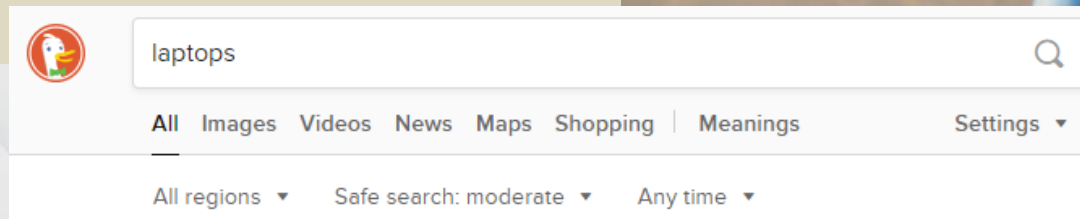
Laptops - Walmart.com
<https://www.walmart.com/cp/laptops/1089430>
Apple laptops: Apple **laptops**, known as MacBooks, operate the same way the PC **laptops** work. Some of the amenities may be slightly different, but the major difference is the operating system. PC **laptops** typically run on Windows operating systems while MacBooks use Apple's proprietary operating systems.

Result

Try the same search in
DuckDuckGo.
How do the results
differ?

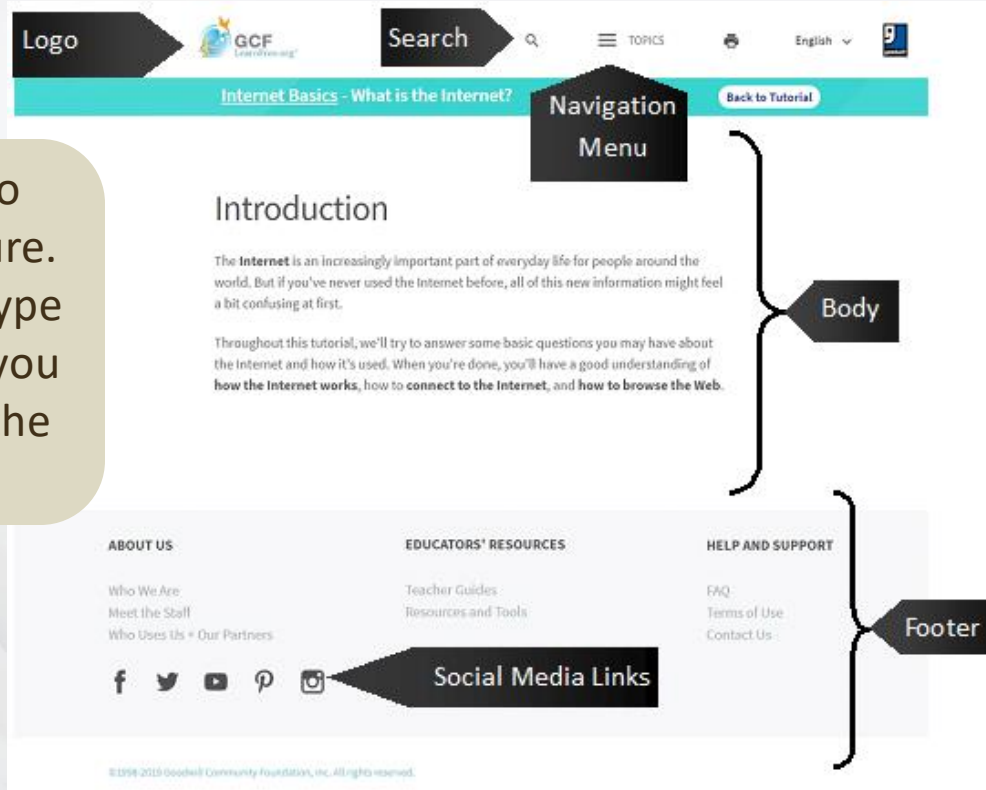
Search Tips

- Identify keywords
- Be specific
- Use synonyms
- Use quotation marks for phrases
- Conduct several searches
- Use search limiters



Search Limiters in
DuckDuckGo

Website Layout



Tip! Use Ctrl + F to open the Find feature. This allows you to type in the exact words you are looking for on the webpage.

ABOUT US

Who We Are
Meet the Staff
Who Uses Us + Our Partners



EDUCATORS' RESOURCES

Teacher Guides
Resources and Tools

HELP AND SUPPORT

FAQ
Terms of Use
Contact Us

Social Media Links

Evaluating sources



Authority

Is the author's name on the page?

Does the author list their experience, position or education?

Is there contact information for the author?



Currency

Is there a date for when the page was made?

Is there a date for when the site was last updated?



Design

Is the website easy to use?

Can you easily find information?

Does the page take a long time to load?



Content

Is the information correct?

Is the information easy to read and understand?

Are there links to more information?



Overall

Does this website provide better information than you would get from books or other sources?

Is the website interesting and engaging?

Is this website helpful for your project?

Downloading & Uploading

While working online you may need to download a file to your computer or upload a file to a website or email. Let's practice these important skills.



- Navigate to poudrelibraries.org
- Visit the Computer page
- Click on Online Tutorials
- Choose the Computer Comfort handout
- Look for the download option in your browser

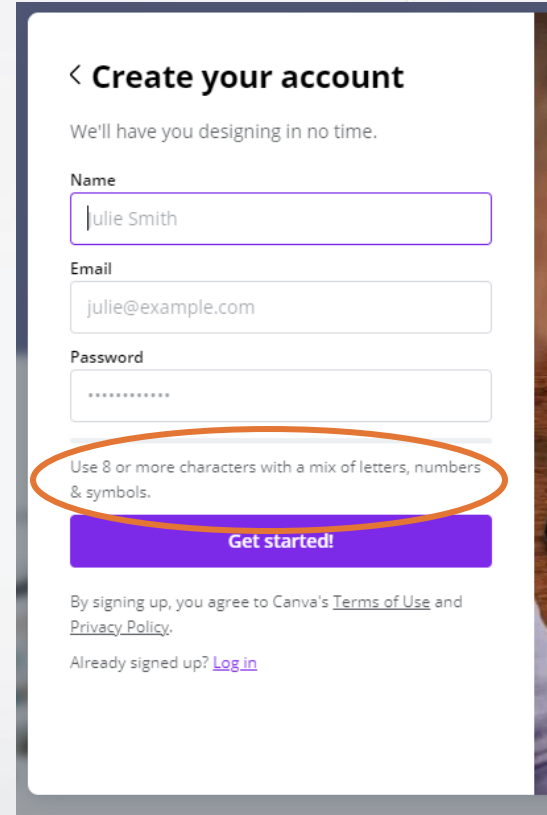


- Navigate to poudrelibraries.org
- Visit the Computer page
- Click on Mobile Print
- Click on "Select File"
- Choose the Computer Comfort handout
- Click on Open

Creating Online Accounts

Online account registration forms may require any of the following:

- Name
- Email/Username
 - Not case sensitive
 - Unique
- Password
 - Case sensitive
 - Can include letters, numbers, or symbols
 - May have length requirement



< **Create your account**

We'll have you designing in no time.

Name

Email

Password

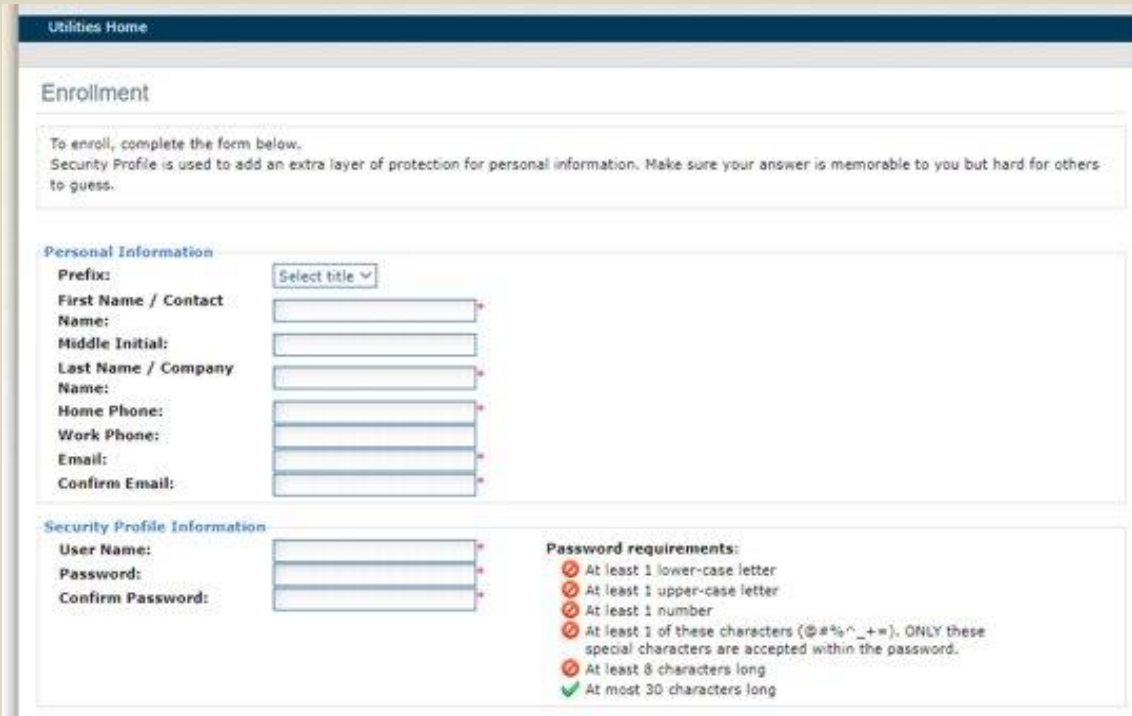
Use 8 or more characters with a mix of letters, numbers & symbols.

Get started!

By signing up, you agree to Canva's [Terms of Use](#) and [Privacy Policy](#).

Already signed up? [Log in](#)

Example Form



Utilities Home

Enrollment

To enroll, complete the form below.
Security Profile is used to add an extra layer of protection for personal information. Make sure your answer is memorable to you but hard for others to guess.

Personal Information

Prefix:

First Name / Contact Name:

Middle Initial:

Last Name / Company Name:

Home Phone:

Work Phone:

Email:

Confirm Email:

Security Profile Information

User Name:

Password:

Confirm Password:

Password requirements:

- At least 1 lower-case letter
- At least 1 upper-case letter
- At least 1 number
- At least 1 of these characters (@#%~^_+=), ONLY these special characters are accepted within the password.
- At least 8 characters long
- At most 30 characters long

- Asterisks indicate items are required
- Password requirements must be met to create account
- Confirmation boxes help make sure information entered is correct

Security Questions

Secret Questions

Secret Question1:

Select a secret Question *

Answer:

*

Answer must be 4 or more characters and is not case sensitive.

Secret Question2:

Select a secret Question *

Answer:

*

Answer must be 4 or more characters and is not case sensitive.

Secret Question3:

Select a secret Question *

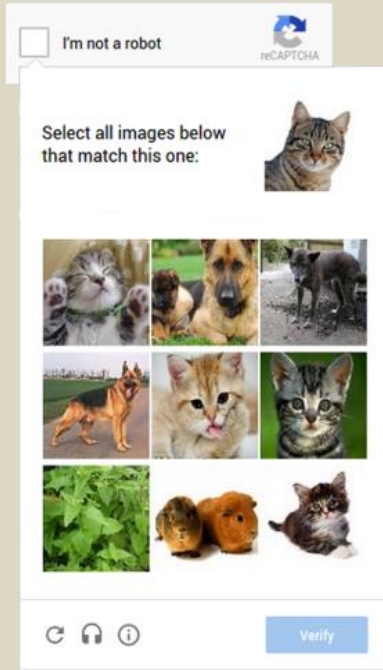
Answer:

*

Answer must be 4 or more characters and is not case sensitive.

- Information unique to you.
- Questions used to:
 - Access account if password is forgotten
 - Verify you are account holder

Captcha



- Security check often found at the end of forms.
- Verifies user is a human not an automated computer system.



Additional Resources

- **The Library** - Librarians, books, databases, computer classes
- **Poudrelibraries.org** - Access to online tutorials and databases
- **GCFLearnFree.org** - Free, high quality, innovative online learning for technology including courses on web browsers and social media
- **TechBoomers** - Online articles and courses for learning how to use technology and apps
- **LearnMyWay.com** - Step-by-step courses for building computer skills
- **LinkedIn Learning** – Video courses including many different computer programs and career skills
- **DigitalLearn.org** - Free online technology courses including introductory courses on YouTube and Google Maps

Questions? Comments?



Did we meet your needs?



Computer/Technology Class Evaluation 2021

**Thank you for taking a Computer/Technology class from
Poudre River Public Library District.**

Please help us by answering this 7 question survey.

* 1. Name of today's class:

* 2. How did you hear about today's class?

Next

- <https://www.surveymonkey.com/r/2021PRPLD>



CONNECT
TO CURIOSITY

www.poudrelibraries.org



CONNECT
TO CURIOSITY

www.poudrelibraries.org