

Internet Basics



Passwords & WiFi

For library training computers:
Password=training

To connect to the library internet:
Wifi = JCLGuest

Tech Tuesdays

- **April 2** - Your Google Account
- **April 9** – Your Microsoft Account
- **Time:** 3:00 – 4:30 pm
- **Description:** Learn how to sign-up for Microsoft and Google accounts and the services included

Course Schedule

- | • Dates and Titles | Times |
|-----------------------------------|----------------|
| • March 29 – Microsoft Office 365 | Fridays, |
| • April 5 – Email Basics | 2:00 – 3:30 pm |
| • April 12 – File Management | |
| • April 19 – Staying Safe Online | |
| • April 26 - Settings | |

Objectives

- Identify three web browsers
- Search using keywords
- Enter a web address
- Use tabs
- Bookmark websites





**How many people
want to install a
web browser?**

Web browser

A browser is a tool to find information on the internet.








Web browsers

- Google Chrome, Firefox
- Safari (Apple only), Microsoft Edge

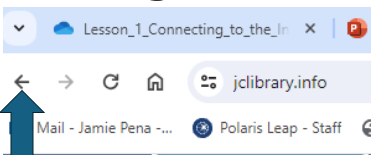
			
Chrome	Firefox	Safari	Edge

Quiz

Which of these are web browsers?

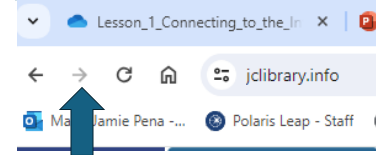


Navigation



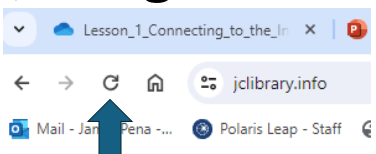
Moves backward one page.

Navigation



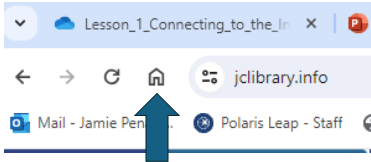
Forward - Moves forward one page (if available.)
You can only move forward a page, if you've recently visited one.

Navigation



Refresh - reloads a page. Use this if a page is stuck or does not appear to be loading.

Navigation



Home – the webpage your browser loads upon opening.

Quiz

If a website is not loading properly which button should you use?

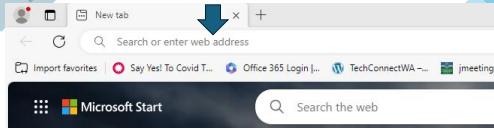
- A. Home button
- B. Back button
- C. Refresh
- D. Search bar

Quiz

- Which button takes you backwards?
- Which button takes you forward?
- Which button helps if a page is stuck?



Web address bar

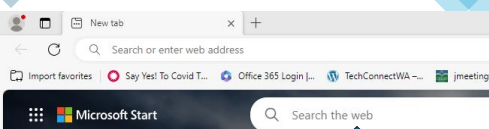


The field at the top of your browser is the **"web address bar"**.

Search by keywords or web address.

Jclibrary.info is an example of a web address.

Search bar

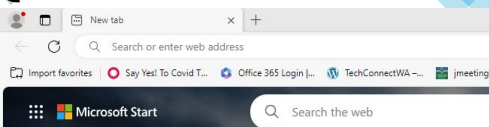


You may also see a **"Search bar"**.

It is the same as a web address bar.

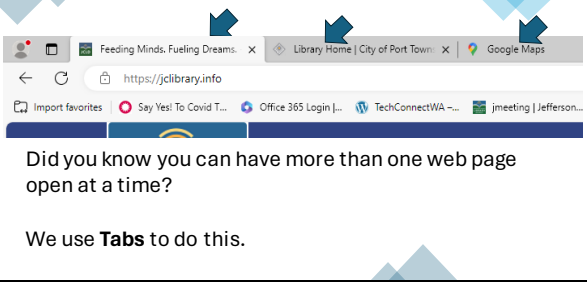
You can search by keywords or web addresses.

Quiz



- What are two places you can for information on the internet?
- What are the two ways you can find information?

Tabs



Did you know you can have more than one web page open at a time?

We use **Tabs** to do this.

Opening Tabs



To open a new tab, click the **+** sign.



Switch between tabs



To switch between tabs, click on the tab.

Closing Tabs



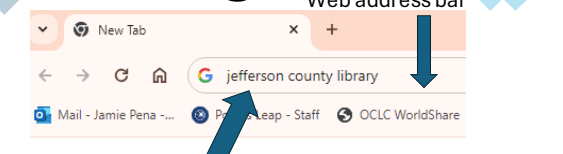
To close a tab, click the X.

Quiz



- Which button do you click to open a new tab?
- Which one do you click to close a tab?

Searching



You can search the internet using keywords.

Keywords

Web address bar

jefferson county library

You can search the internet using keywords.

jefferson county library

Colored text are web links or links.

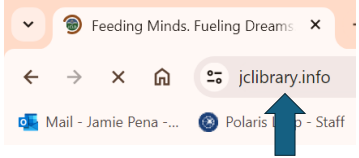
Business information: address, hours, contact, etc.

Ads

Search results that say "Sponsored" are advertisements.

These are paid to be at the top of search results.

Web addresses



You can also enter a **web address**.
 A web address is like a street address but for a website.

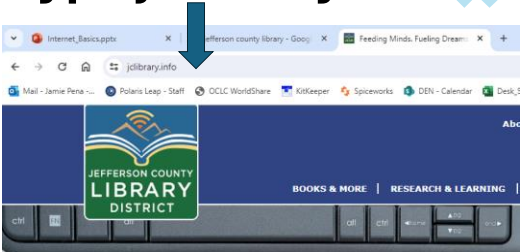
Top-level domains

The endings of web addresses, .org., .edu., .com, .gov are called top-level domains.

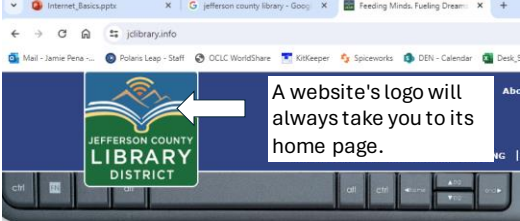
- .org = non-profit
- .com = commercial business
- .edu = educational
- .gov = government

Top-level domains tell you what type of organization a website is for.

Type jclibrary.info




Webpage Navigation



A website's logo will always take you to its home page.

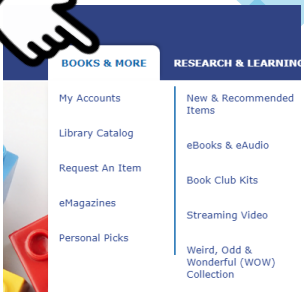
Search Bars



A search bar means you can search on the website.

For the library, you can search the library catalog here.

Hands



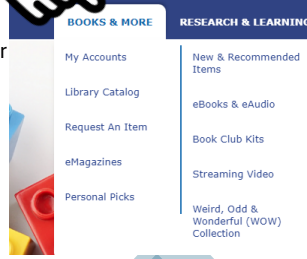
When your mouse pointer turns into a hand it means that is a link you can click on.

Menus



When you place your mouse over a menu there may be more options beneath.

Click:
"Request an Item"



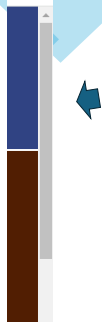
Scroll

If a webpage is long, you can use the scroll wheel on your mouse.



Move the wheel forward and back to easily move up or down.

You can also use two fingers on a touchpad for the same results.



Quiz

Which fields allow you to search by keywords or web addresses?

- A. Home button
- B. Back button
- C. Web address
- D. Search bar

Quiz

What two ways can you find a website?

- A. By keywords
- B. By jumping around.
- C. By web address.
- D. By pressing random buttons.

Quiz

On a webpage what button takes you back to the home page?

- A. Logo
- B. Search Bar
- C. Refresh

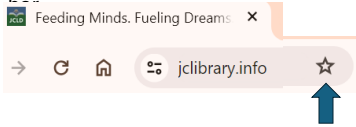
Bookmarks

When you want to find a site you use frequently you can bookmark it.



Bookmarks

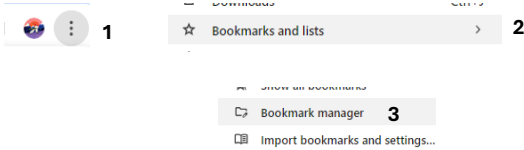
To bookmark a web site click on a star in the search



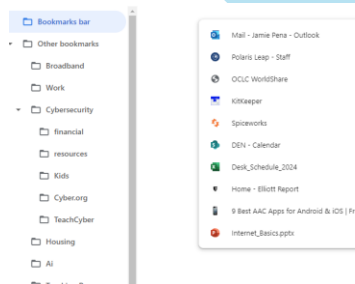
To bookmark a website.

Bookmark Manager

To manage bookmarks use the bookmark manager. It can be found under settings.



Create folders and organize bookmarks as you like.



Quiz

How do you bookmark a website?

- A. Click on the star symbol.
- B. Use the Home button.
- C. Use the Refresh button.

Quiz

Where can you manage bookmarks?

- A. Under File.
- B. By the Home button.
- C. Under Settings – Bookmarks – Bookmark Manager.

Quiz

Where can you manage bookmarks?

- A. Under File.
- B. By the Home button.
- C. Under Settings – Bookmarks – Bookmark Manager.

Next Class

Basic Computer Skills: Microsoft Office 365

Date: Friday, March, 29

Time: 2:00 – 3:00 pm

- Learn how to create a Word document.



Questions?

If you have questions about the topics covered in this presentation contact the Jefferson County Library District to schedule a One-on-One tech help appointment.

360-385-6544

information@jclibrary.info