

INTERNET ACCESS

USING MICROSOFT INTERNET EXPLORER

SELECTING AND VIEWING WEB PAGES



Clicking the **BACK** button will exit the current page and redisplay the previous web page.



The **FORWARD** button will exit the current web page and redisplay the next web page. (This is only available after using the **BACK** button.)



The **HOME** button will exit the current web page and redisplay the designated home page (the first page you see when you turn your browser on.)



The **STOP** button will stop a page from loading (displaying on your computer.) Click this if you click a wrong link or the page takes a long time to display.



The **PRINT** button will print the entire web page-not just what you see on the screen. It is usually best to preview by going to **FILE**, then **PRINT PREVIEW** on the toolbar to see how many pages you are printing.

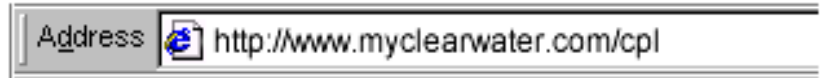
The up and down arrows of the scrollbar on the right will scroll the current web page one line at a time. Click in the area between the arrows and the drag button will scroll one screen at a time. Drag (click and hold) the button to scroll the web page proportionally.



VOCABULARY FOR THE INTERNET

- **Internet Service Provider (ISP)** - the company that allows you access to the internet (i.e. AOL, Roadrunner, Earthlink)
- **Browser** - the program on the computer that lets you see Web sites and Web pages, (i.e. Microsoft Internet Explorer, Opera, Firefox.)
- **Web Site** - the Internet 'book' for a company, organization, group, individual. Made up of web pages.
- **Web Page** - individual pages that make up Web sites. Usually more than just what displays on the screen.
- **Link** - a place on the Web page that you click to take you to another Web page. If you put your mouse over a link, it turns into a hand.

ACCESSING AN INTERNET SITE BY ADDRESS



Enter an Internet site address, or URL, by clicking once within the ADDRESS box, removing the current address and typing the desired address. Press the ENTER button on the keyboard. Make sure you do not type any spaces. You DO NOT have to type the http:// (unless it specifically says https://.) Not all sites have the 'www' and it's usually better to type in in lower case unless it's given to you in mixed case.

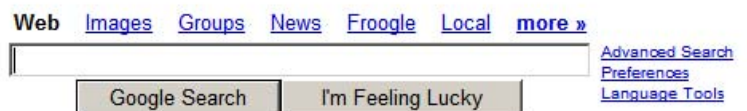
SEARCHING THE INTERNET

The Clearwater Public Library home page offers a number of useful links for searching the Internet. To get to our home page, type www.myclearwater.com/cpl in the Address box at the top of the screen and hit **ENTER** on the keyboard. Listed below are some links on our site for you to try:

- **Search the Internet**-lists a variety of search engines and directories.
- **Reference Desk**- Provides an alphabetical list by subject category of reference web sites.
- **Online Databases**- The library subscribes to a number of periodical databases that index some publications and provide the full-text of others.

Every Internet search engine is different, but after you're accustomed to one, you can generally understand how others work. To search in Google:

- Type www.google.com in the address box and press **ENTER** on your keyboard. You will see the screen on the right.
- Click anywhere in the text box and type in some key words that describe what you are looking for and click the 'Google Search' button. Remember to spell it correctly and to put spaces between the words that you are typing. Example:
 Correct: united states census
 Incorrect: unitedstatescensus
- Google will search for web pages containing those words. Clicking 'I'm Feeling Lucky' gives you Google's best match.



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POPULAR WEBSITES

Clearwater Public Library:
www.myclearwater.com/cpl
City of Clearwater:
www.myclearwater.com
Cable News Network:
www.cnn.com
St. Petersburg Times:
www.sptimes.com
American Stock Exchange:
www.amex.com
American Medical Association:
www.ama-assn.org
Big Charts (stock info)
www.bigcharts.com
Switchboard (phone directory):
www.switchboard.com
AllRecipes.com (recipes):
www.allrecipes.com
Monster.com (job hunting):
www.monster.com

National Weather Service:
www.nws.noaa.gov
Heritage Quest (geneology)
www.heritagequest.com/
Online Dictionary
www.dictionary.com
Yahoo! Maps
maps.yahoo.com (note no www)
Yahoo! Games
games.yahoo.com
Florida Government Information
www.myflorida.com

CLEARWATER PUBLIC LIBRARY SYSTEM
 REFERENCE DEPARTMENT
 727.562.4970 X 5032
www.myclearwater.com/cpl