

Section 3

Browsing the Web

By the end of this Section you should be able to:

Browse the Web using Search Engines

Use Subject Directories

Use the Search Bar

Change the Home Page

Customise Internet Options

Exercise 18 - Search Engines

Guidelines:

You can search the Internet for information about almost anything. However, there is a need to be careful about what you view, as there is no policing of the content on the web sites. Unfortunately there are many sites with illegal or unpleasant content. Most companies and colleges have a policy on what is considered appropriate material. Make sure you are aware of this policy before browsing the Internet.

A **search engine** is a facility connected to a vast database. Once the user has entered key words, the search engine will select every site on the database which contains those words. Some of the more popular search engines are:

Lycos	www.lycos.co.uk
Alta Vista	www.altavista.com
Google	www.google.com
Yahoo	www.yahoo.co.uk

Some sites, such as **Ask Jeeves**, **www.ask.co.uk**, use multiple search engines to locate the information you want. Each search engine has a **search box**, where the user enters details of the subject they want to find.

Actions:

1. In the **Address Bar** of your **Homepage**, enter **www.google.com**. Press **<Enter>**. The **Google** search engine is launched.
2. In the **search box**, enter the following search: **shark**.
3. Click the **Google Search** button below the box.
4. After a few seconds **Google** will retrieve every site on its database which contains this word (probably thousands!). These are called the **search results**.
5. To see the actual web page you must select a result. Click the coloured hyperlink text on the first match and browse the web site that appears.
6. Return to your **Homepage**.



Exercise 19 - Search Criteria

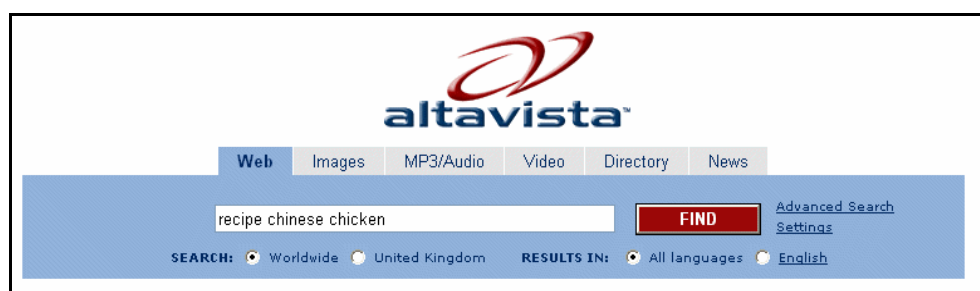
Guidelines:


The previous exercise demonstrated a common problem encountered by Internet users: a search can produce hundreds of thousands of “hits”. It is possible to narrow the search considerably by using certain criteria.

Specify the language	Use the Language drop down list in the search box, if one is available.
Use lowercase text	This will search for lower and uppercase words.
Include key words	Enter a + before the key word, e.g. films + Scorsese .
Exclude words	Enter a - before an unwanted word, e.g. french + wine - champagne .
Use phrases	For words which always go together, e.g. “ Tom and Jerry ” or “ The Battle of Hastings ”.

Actions:


1. Go to the **Alta Vista** search engine by entering the following address in the **Address Bar**: **www.altavista.com**. Press <Enter>.
2. You want to find a recipe for chicken satay. From **Search**, select **Worldwide**, if it is not already selected.
3. In the box provided, type **recipe chinese chicken** then click **Find**.




4. Scroll down the page. A vast number of matches will be found!
5. Click  to return to **Alta Vista's** home page.

continued over

Exercise 19 - Continued

6. The original search would have been more successful using search criteria. Try this search: **recipe +satay +chinese**. There should now be fewer matches and the nearest will be at the top of the list.
7. The recipe we want is not there. Use the  button to return to the **Alta Vista** home page.
8. Enter "**chicken satay**" in the search box, then click **Find**. The number of matches should have decreased further.

Note: The most relevant matches to the search you have entered are nearly always at the top of the list. You must decide which search result looks like it contains the information you want.

9. Select a recipe from the list by clicking on its hyperlink. Read the recipe, then return to the **Alta Vista** home page by clicking .
10. Now try to find web sites about sea angling by searching for **sea +angling**. Take note of the number of matches.

*Note: Use a wildcard * to expand a search, e.g. **football + teams** will find only sites about teams, but **football*** will find any sites relating to football.*

11. Expand the search to cover all types of angling by entering **angling*** in the search box.
12. Now enter your name in the search box, e.g. **Amanda Laughton**, and press **Search**. Make a note of the number of matches found. Matches are found for **Amanda** and **Laughton**, but not necessarily together.
13. Now enter your name in speech marks, e.g. "**Amanda Laughton**". The number of matches should have reduced, because the names must be together to be found.

*Note: Explorer includes the **Autosearch** function - a quicker, simple to use way of retrieving matches. It is possible to find the web site of a large multinational company, **Esso**, for example, by entering their name in the **Address Bar**, then pressing <Enter>.*

14. Click the **Home** button, , to return to your **Homepage**.

Exercise 20 - Subject Directories

Guidelines:

There will be many occasions when a user wants to retrieve information from the web, but does not have a specific address. It is still possible to find relevant information by using a **Subject Directory** or **Web Search Engine**.

A **subject directory** classifies web sites by subject. Clicking on the relevant subject will take the user into progressively more detailed lists, from which a selection can be made. Advantages of using subject directories are that they generally contain good quality sites, and contain fewer sites than search engines and therefore save time.

Actions:


1. Go to **www.google.com** and click the **more>>** hyperlink above the search box.
2. In the list of search methods on the left, click **Directory**.
3. Look below the **Search** box to find a list of subject categories.

Arts Movies, Music, Television, ...	Home Consumers, Homeowners, Family, ...	Regional Asia, Europe, North America, ...
Business Companies, Finance, Jobs, ...	Kids and Teens Computers, Entertainment, School, ...	Science Biology, Psychology, Physics, ...
Computers Internet, Hardware, Software, ...	News Media, Newspapers, Current Events, ...	Shopping Autos, Clothing, Gifts, ...
Games Board, Roleplaying, Video, ...	Recreation Food, Outdoors, Travel, ...	Society Issues, People, Religion, ...
Health Alternative, Fitness, Medicine, ...	Reference Education, Libraries, Maps, ...	Sports Basketball, Football, Soccer, ...
World Deutsch, Español, Français, Italiano, Japanese, Korean, Nederlands, Polska, Svenska, ...		

4. Under the **Arts** heading, click on the hyperlink **Movies**.

Note: It is possible some of these links may have changed. If so, replace them with links of your choice.

5. Select the **Actors and Actresses** category. There will be an option to search for a specific person based on the first letter of their name.
6. Use this to find sites about an actor that interests you, e.g. click on the letter **F**, then select the hyperlink **Ford, Harrison**.
7. Select any page from the list and browse it.

8. Click  to return to your **Homepage**.

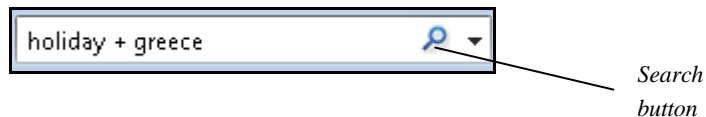
Exercise 21 - Live Search

Guidelines:

Explorer's Live Search is a useful feature which speeds up the searching process. It can be set to use any available search engines mentioned previously or it can use Windows own search engine. The main advantage of **Live Search** is that the search bar is part of the *Explorer* window and is therefore always available whatever site is being displayed.

Actions:

1. Click in the **Live Search** box in the top right of the *Explorer* window and enter **holiday + Greece**.



2. Click the **Search** button. By default, *Explorer* will use *Windows' own Live Search* engine. After a few moments, a list of sites meeting the search criteria will be displayed.
3. Click on one of the sites to display it.
4. The site may not contain relevant information. Click **Back** and select a different site from the retrieval list.
5. Digest the information on the site, and then return to your default **Home Page**.

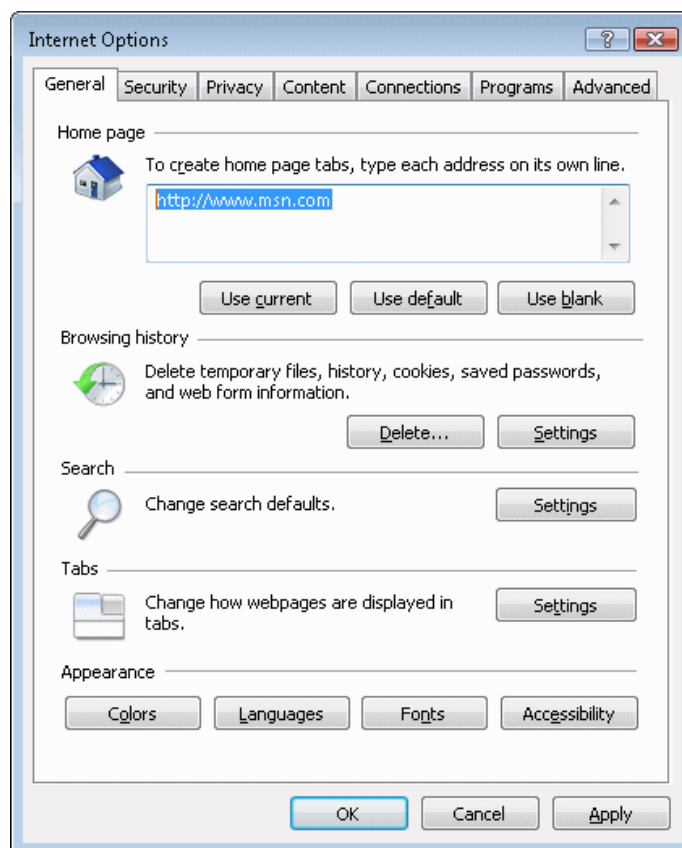
Exercise 22 - General Options


Guidelines:

Explorer's Internet Options allow the user to change some of its control settings to their individual preference, the default homepage, for example and the number of days that pages are kept in the history can be changed. Recently viewed pages are kept in a cache on the computer's hard drive, so that they can be accessed quickly. These **Temporary Internet** files can take up a lot of space on the hard drive, but can be deleted (if desired) from within **Internet Options**. Internet connection settings and the current program settings used by *Explorer* for e-mail and personal information can also be changed.

Actions:

1. Click the **Tools** button and select **Internet Options** to display the **Internet Options** dialog box. Select the **General** tab, if not already selected.



2. In the **Home page** section, change the default address to **www.google.co.uk**, then click **OK**.
3. Click . Note how your homepage is now **Google**.

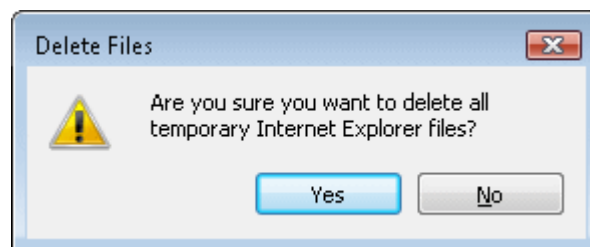
continued over


Exercise 22 - Continued

4. Display the **Internet Options** dialog box again.
5. In the **Browsing history** section, click the **Settings** button. This shows that the **History** feature keeps a record of all pages viewed for a default 20 days.



6. Change the **Days to keep pages in history** to **15** and click **OK**.
7. Click on the **Colors** button and ensure that **Use Windows colors** is checked. Click **OK**.
8. In the **Browsing history** section, click the **Delete** button. A list is displayed of the various browsing components that can be deleted.
9. In the **Temporary Internet Files** section, click the **Delete Files** button. A confirmation message is displayed.



10. If you click **Yes** it will free some space but may slow down accessing your popular sites, as all images and content will have to be downloaded again. Click **No** unless you are sure you want to clear out the temporary files.
11. Click **Close** to close the dialog box and then **Cancel** to close the **Internet Options** dialog box.
12. Click  and leave your (new) **Homepage** open.

Exercise 23 - Revision

1. Change the default home page to **www.yahoo.co.uk**.
2. Use the **Google Subject Directory** to search for information on cheap flights to Europe.
3. Use **Live Search** to find information about **New CLAIT**.
4. Were any matches found?
5. Go to **Alta Vista's** home page.
6. Enter the correct criteria to search for information about **hungarian recipes** but not goulash.
7. Were any matches found?
8. Use **florida** as the keyword and enter a search for **florida timeshare**.
9. View one of the matched pages and see if you can find some information about prices.
10. Return to **Alta Vista** and search for web pages about your favourite film star or musician.
11. Change the default home page to **Microsoft**.

*Note: The answers are listed in the **Answer Section** at the end of the guide.*