

# Internet Basics

Instructor Name: Kristen Wilson

Instructor Title: IT Instructor

River Valley Technical Center



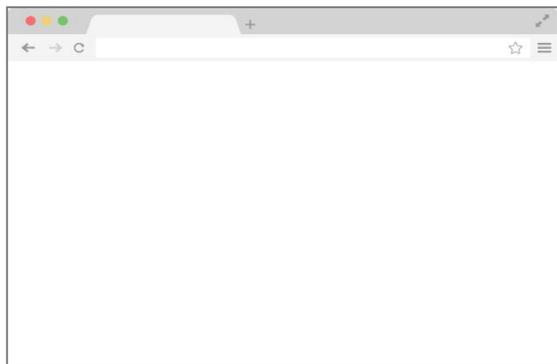
Provided by AT&T and the Public Library Association

# Today's Agenda

- **Introduction**
  - Web browsers
  - Search engine
- **Skill Building**
  - Using a web browser
  - Using a search engine
  - Navigating a website
  - Search engine tips & tricks
- **Practice**

# Introduction

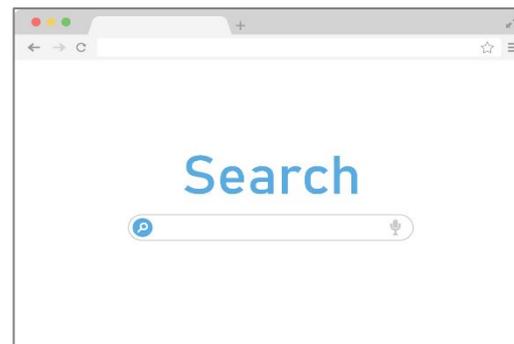
**Web Browser:** A program that allows you to view websites and navigate between them using hyperlinks



## Common Browsers



**Search Engine:** A website that allows you to look up information and view content on the internet



## Common Search Engines



# Using a Web Browser

- **Opening a Web Browser:**
  - Desktop Shortcut
  - Menu Bar



Edge



Mozilla Firefox



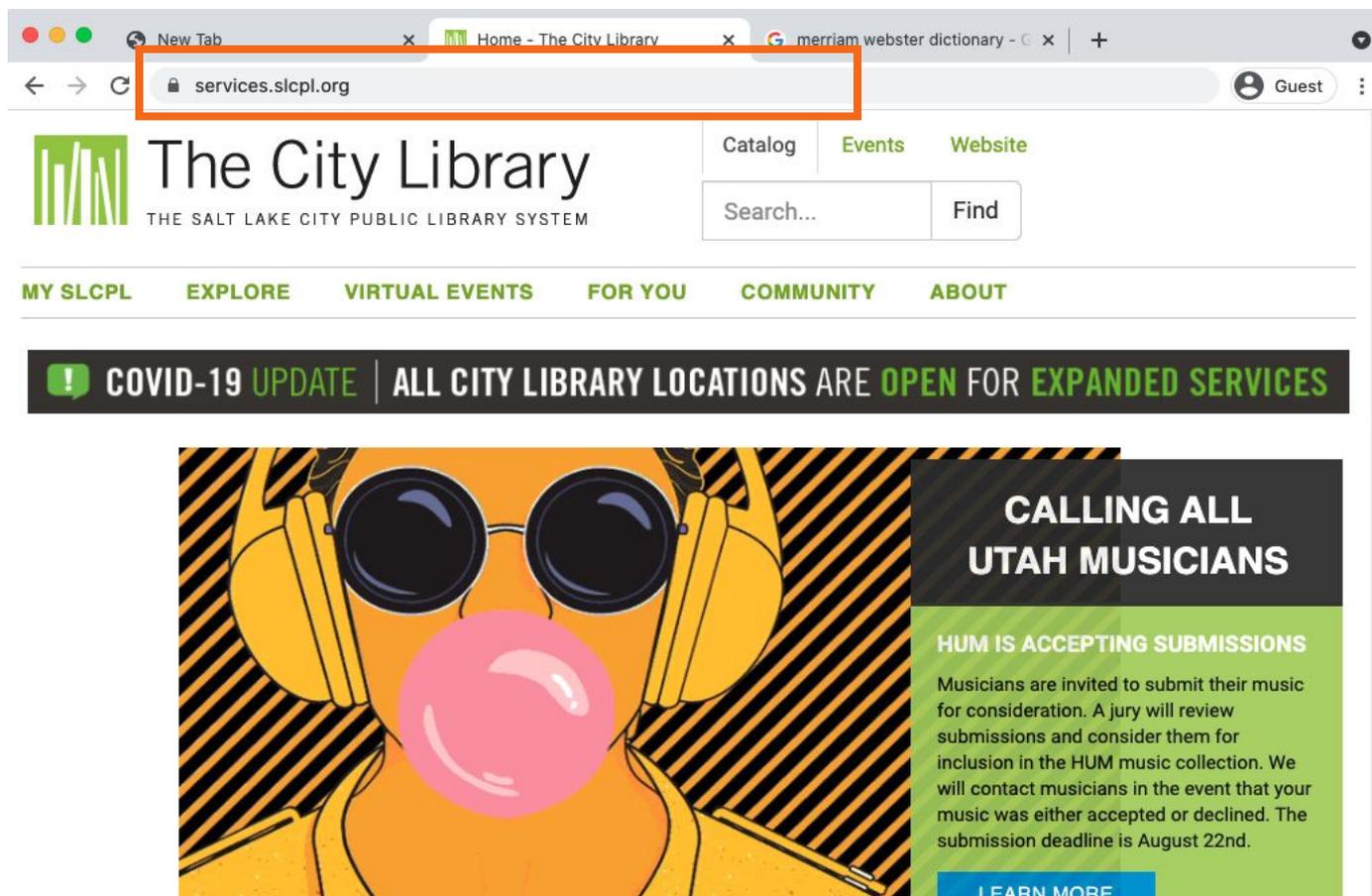
Google Chrome



Safari

# Using a Web Browser

- **Address Bar:** Use this to type in the address of a website or web page.



## Using a Web Browser

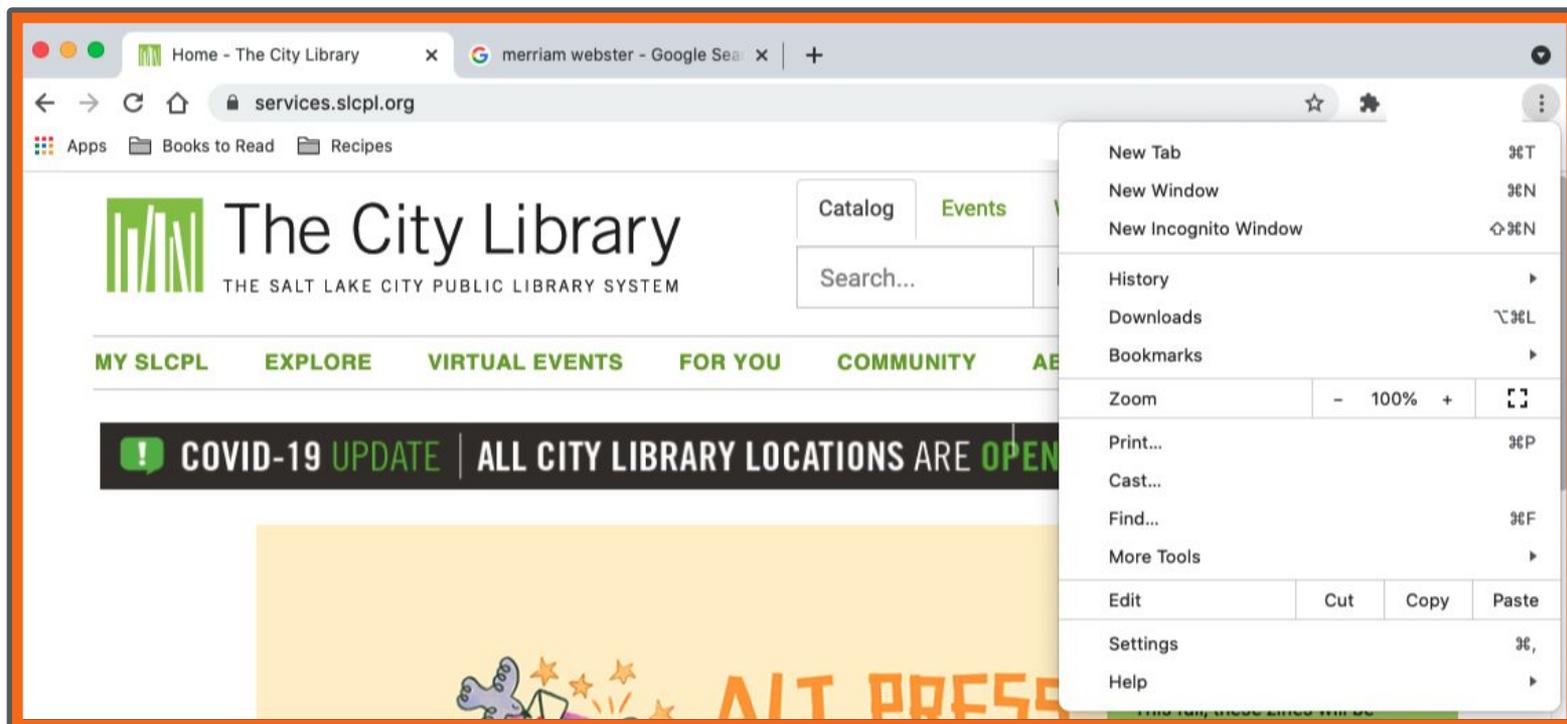
- **Search Box:** Use this to enter keywords when the exact address is unknown.



Note: Some browsers only have a single “omnibox” that is used to enter both web addresses and keywords (like Google).

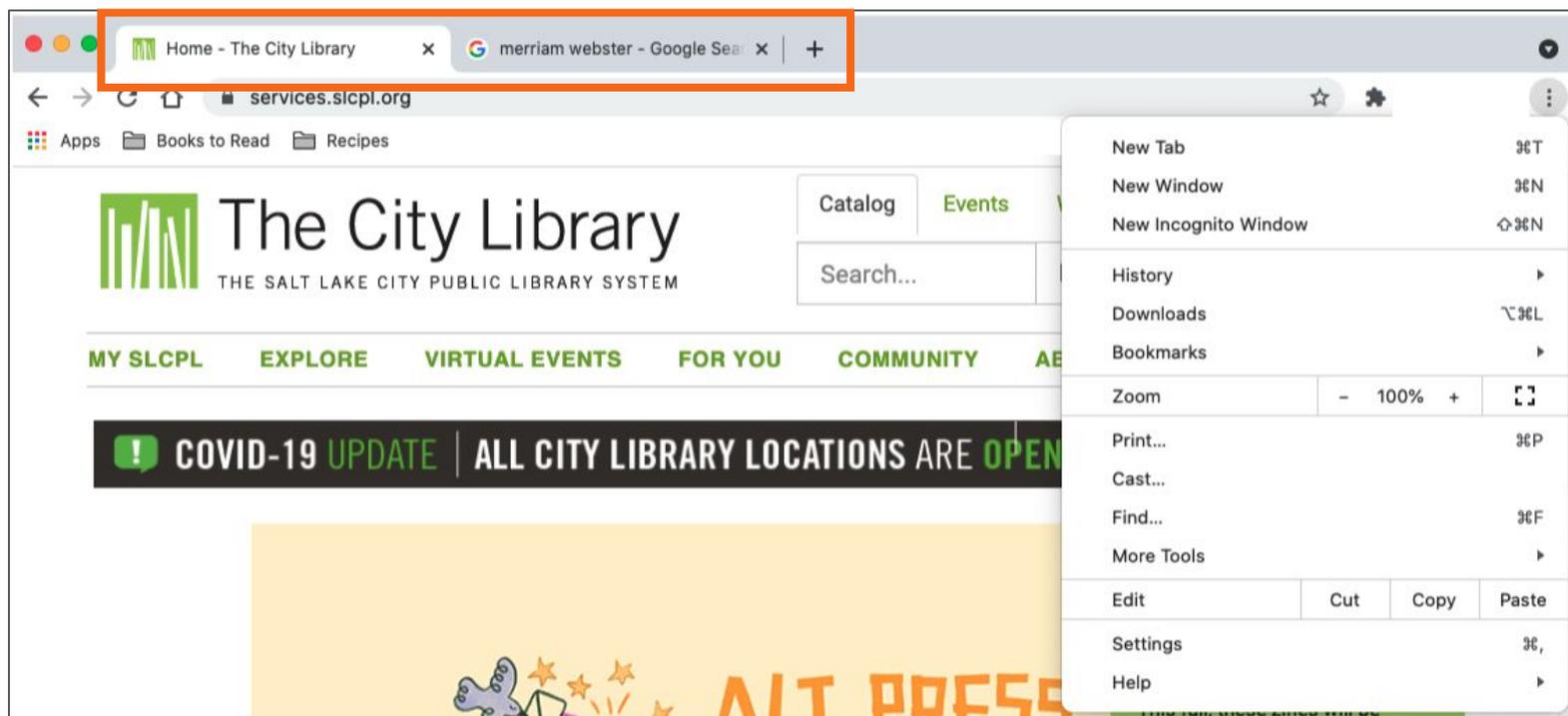
# Using a Web Browser

- **Browser Window:** This is how you view and navigate web pages. Within a browser window, you can have multiple tabs. You can also have multiple browser windows open at the same time.



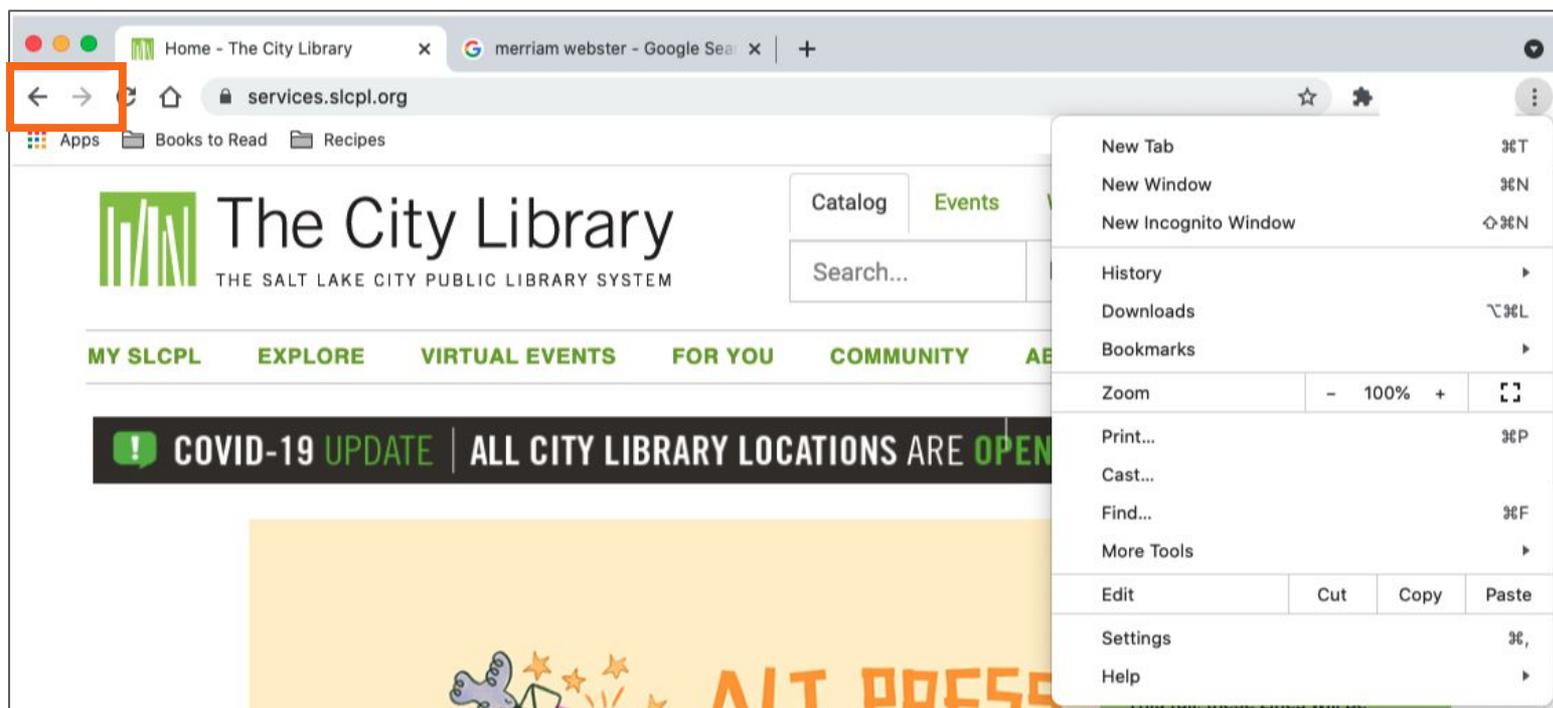
# Using a Web Browser

- **Tabs:** Use these to open a web page without closing the current one so you can navigate back and forth between them. To open a new tab, click the + sign.



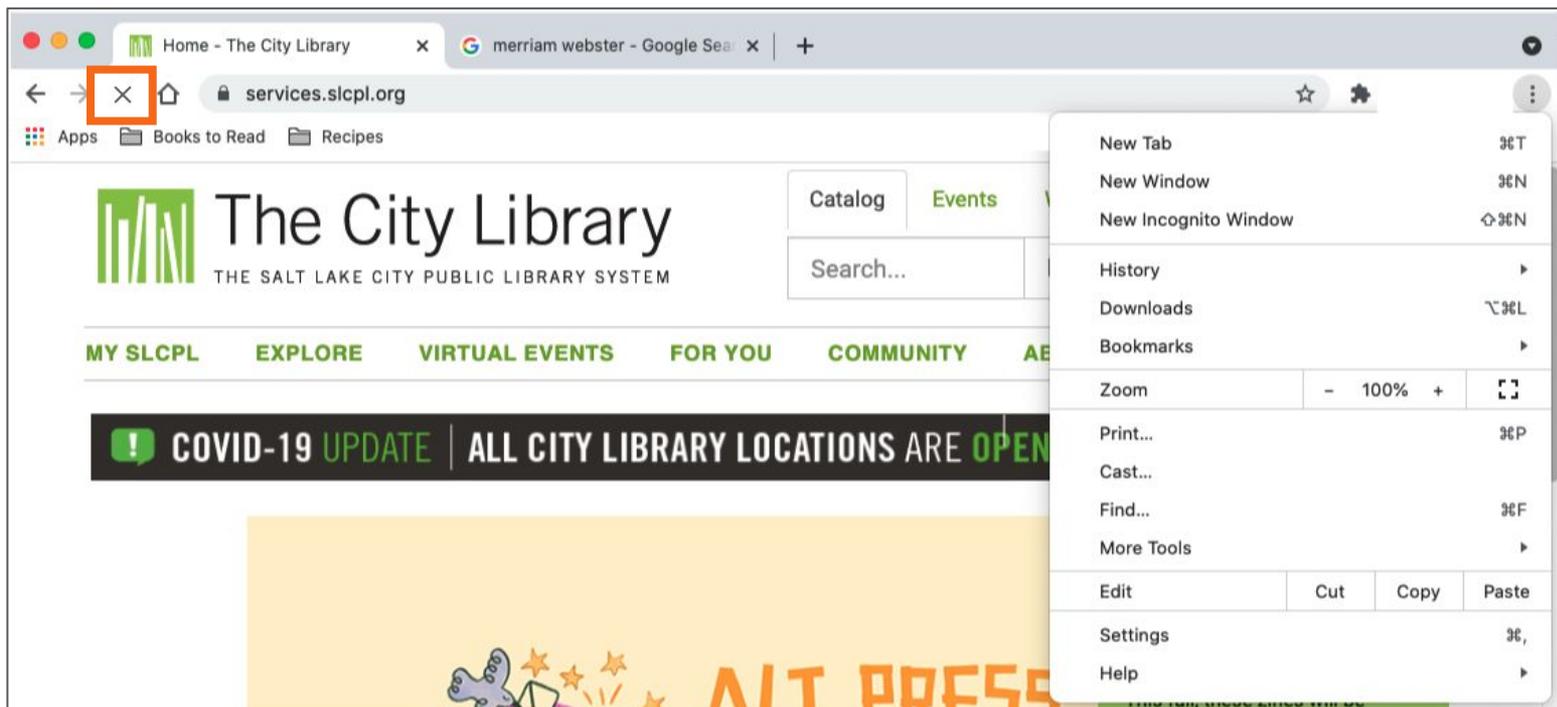
# Using a Web Browser

- **Back:** Use this to return to the previous screen in the web browser.
- **Forward:** Use this to return to the screen that appeared before you hit the back button in the web browser.



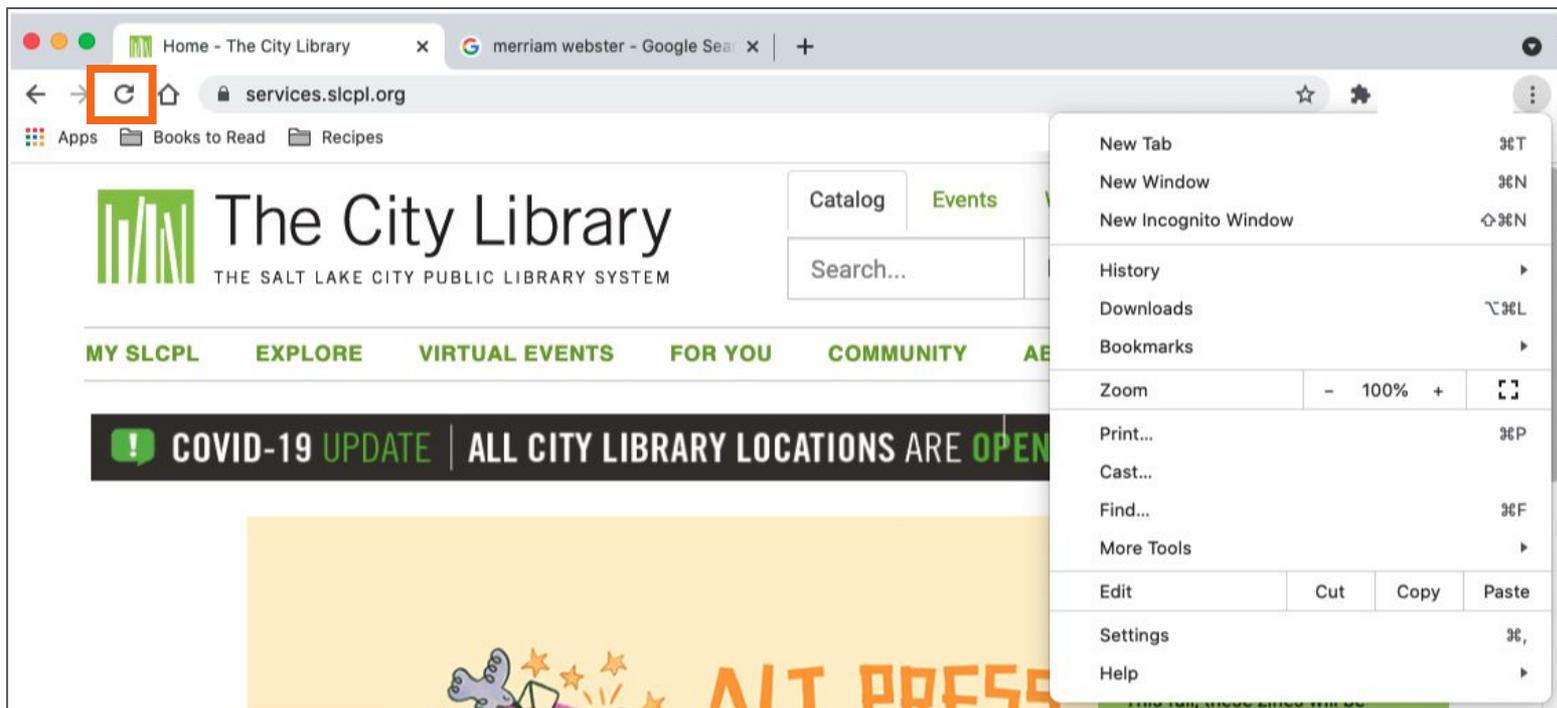
# Using a Web Browser

- **Stop:** Use this to stop a web page from loading when it's taking too long or you realize you selected the wrong web page.



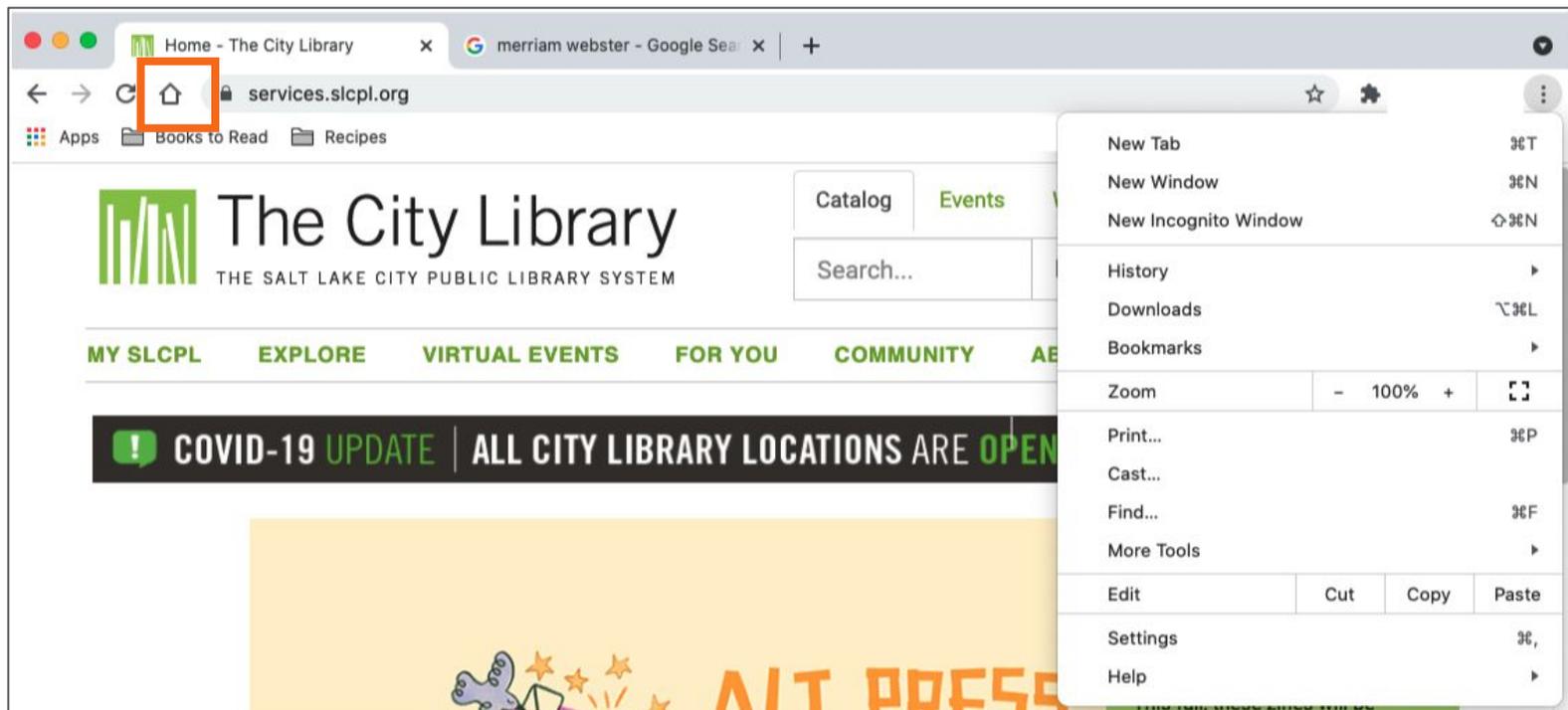
# Using a Web Browser

- **Reload** or **Refresh**: Use this to reload the web page to ensure the page content is up to date.



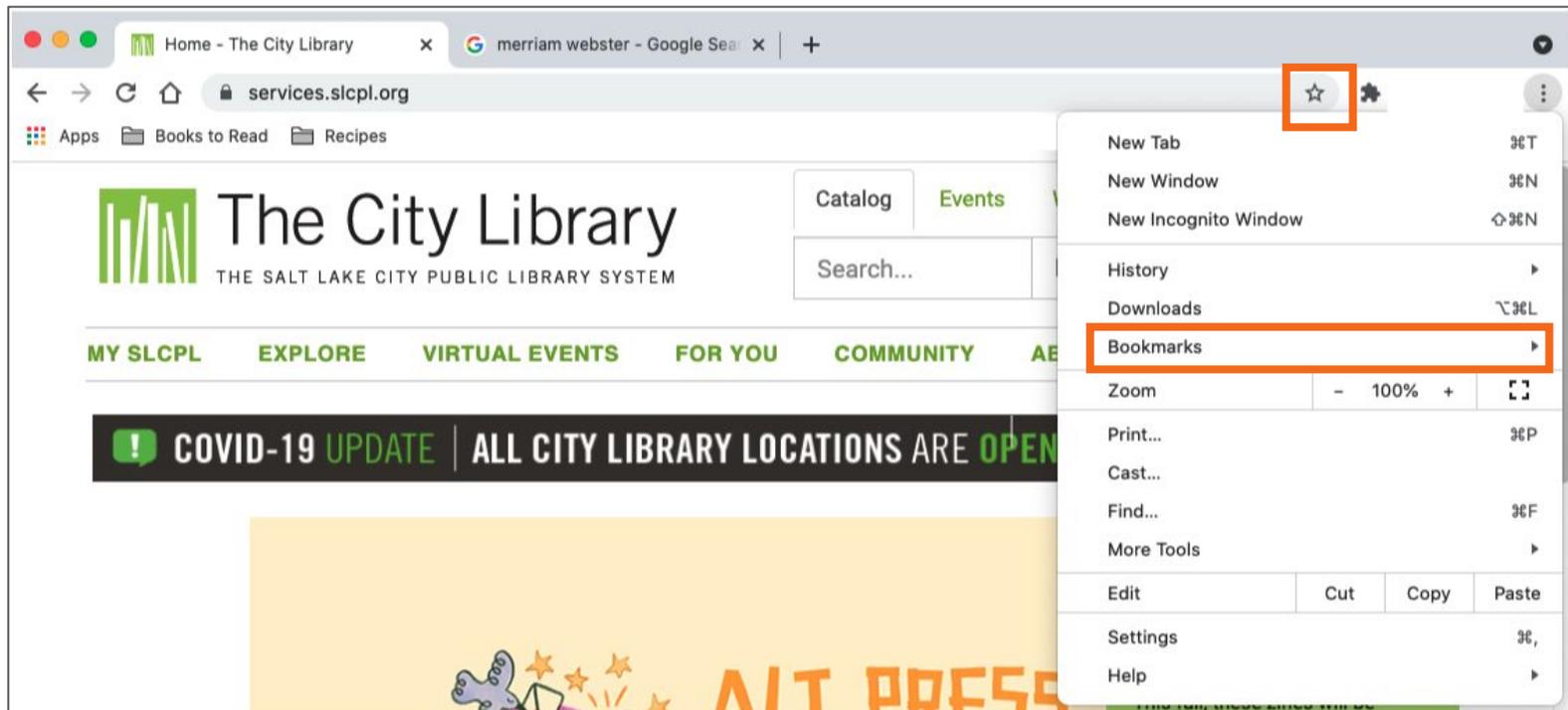
# Using a Web Browser

- **Home:** Use this to return to the homepage of the web browser. You can select which web page you want to set as your homepage in the web browser's settings.



# Using a Web Browser

- **Bookmarks** or **Favorites**: Use this to save favorite or frequently visited web pages so they are easier to find later.



# Activity #1

## ACTIVITY #1: Using a Web Browser

Use a web browser or follow along with the instructor to complete the following tasks.

1. Use the address bar to go to [www.google.com](http://www.google.com) and search for *puppies*.
2. Click the back button. What web page displays?
3. Click the forward button. What web page displays?
4. Click on the homepage. What web page displays?
5. What icon on the browser would you click to bookmark this page?

# Using a Search Engine

- **Opening a Search Engine**
  - Open a web browser
    - Desktop shortcut
    - Menu bar



Edge



Mozilla Firefox



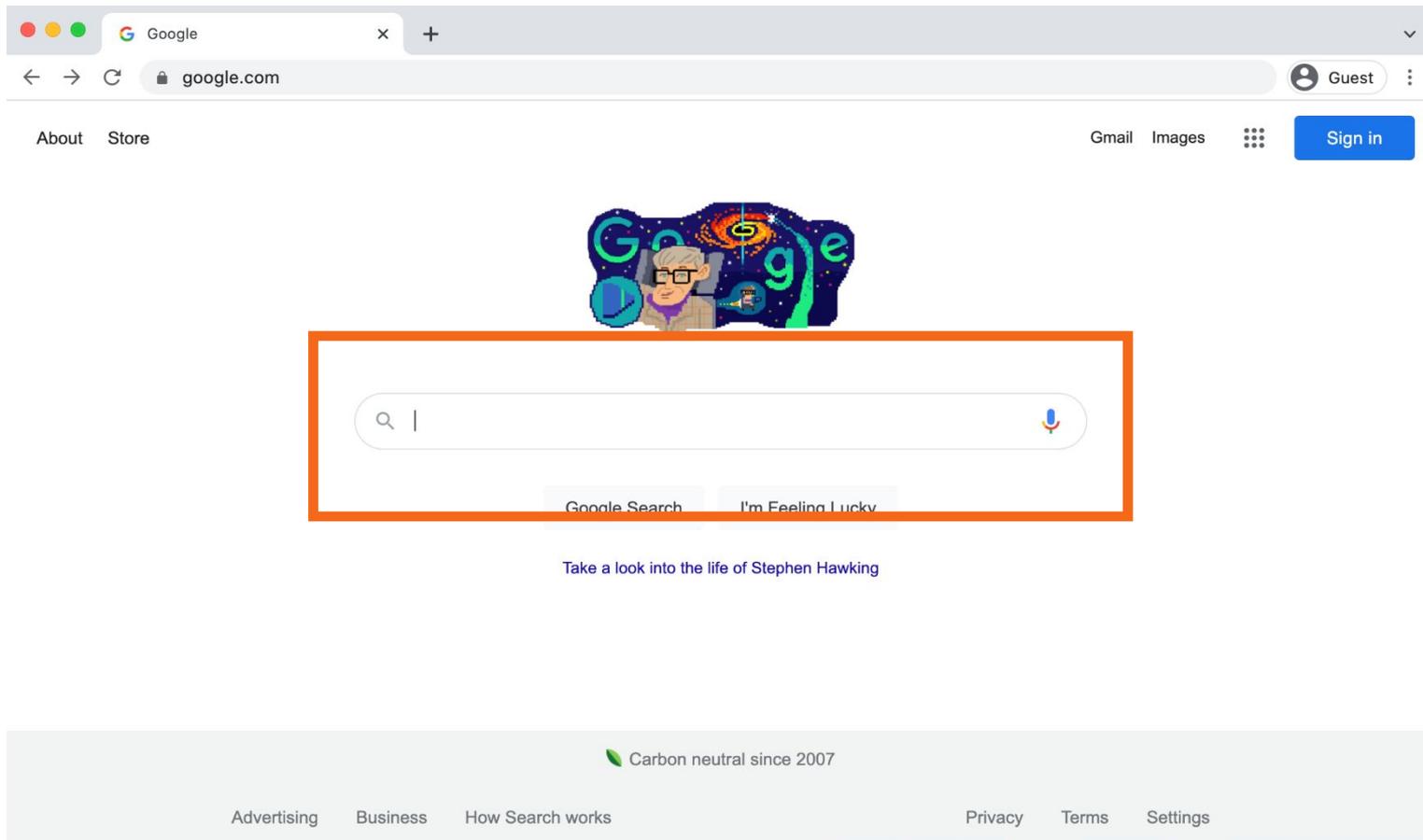
Google Chrome



Safari

# Using a Search Engine

- **Searching the web:** Use this search box to type your search terms.

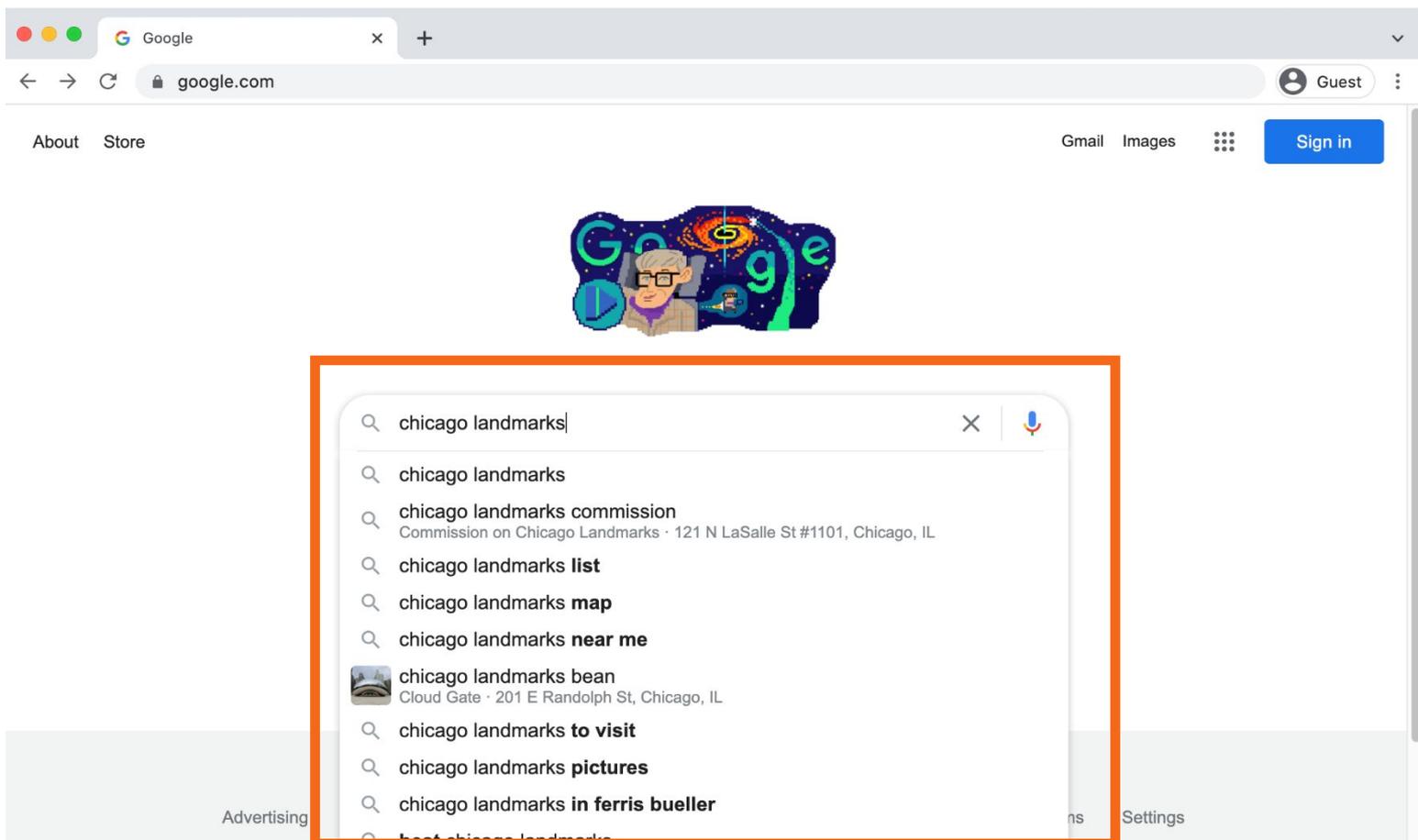


The image shows a screenshot of the Google homepage in a web browser. The browser's address bar shows "google.com". The page features the Google logo, which is stylized with a space theme and includes a portrait of Stephen Hawking. Below the logo is a search box with a magnifying glass icon on the left and a microphone icon on the right. The search box is highlighted with a red border. Below the search box are two buttons: "Google Search" and "I'm Feeling Lucky". At the bottom of the page, there is a footer with the text "Carbon neutral since 2007" and links for "Advertising", "Business", "How Search works", "Privacy", "Terms", and "Settings".

Take a look into the life of Stephen Hawking

# Using a Search Engine

- **Search Recommendations:** When you begin to type in your search, the search engine will recommend relevant search terms.



The image shows a screenshot of a Google search page. The browser's address bar displays 'google.com'. The search bar contains the text 'chicago landmarks'. Below the search bar, a list of search suggestions is displayed, including 'chicago landmarks', 'chicago landmarks commission', 'chicago landmarks list', 'chicago landmarks map', 'chicago landmarks near me', 'chicago landmarks bean', 'chicago landmarks to visit', 'chicago landmarks pictures', and 'chicago landmarks in ferris bueller'. The search bar and the list of suggestions are highlighted with an orange border. The Google logo is visible in the background, and the 'Sign in' button is in the top right corner.

Google

google.com

About Store

Gmail Images

Sign in

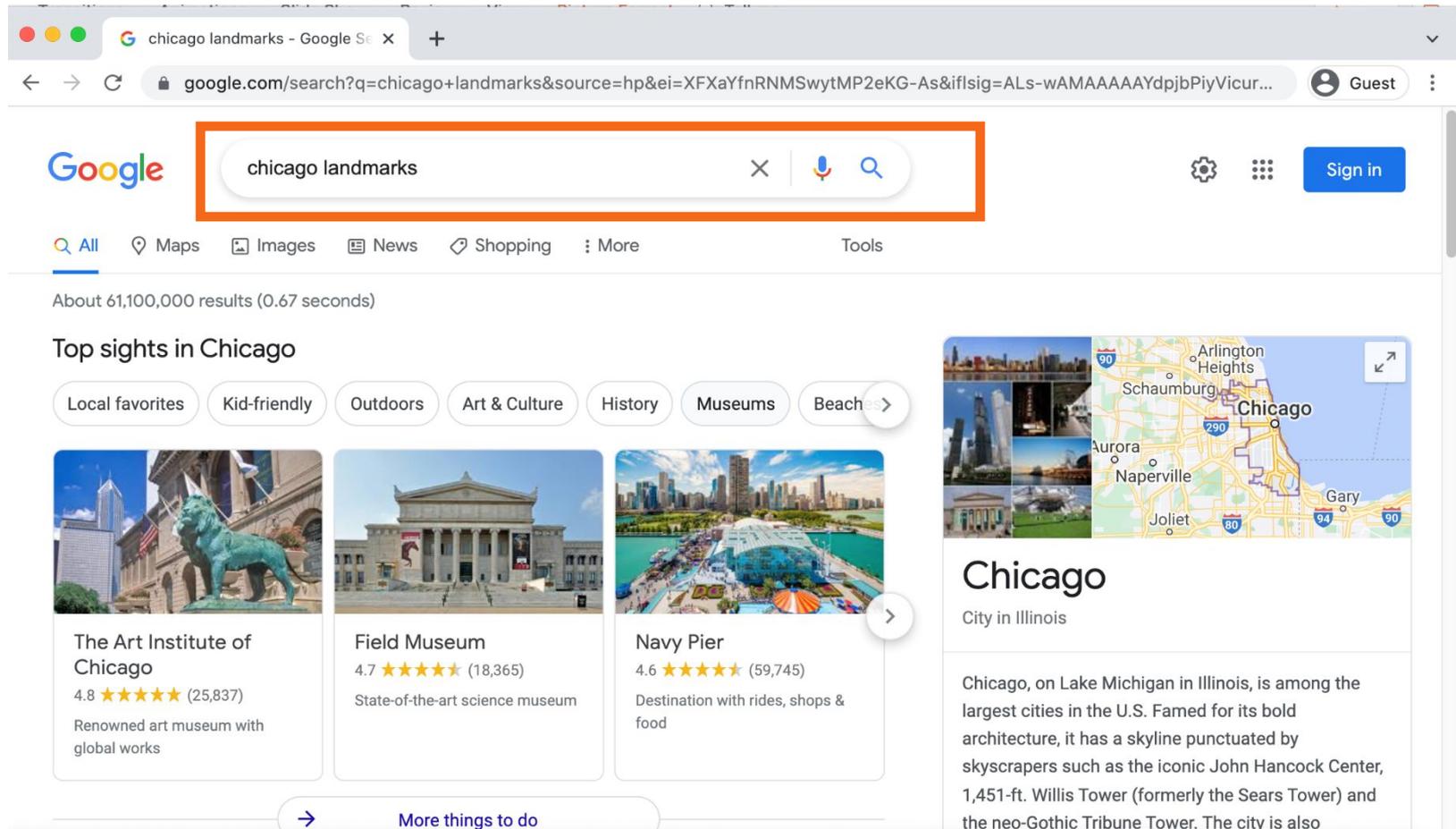
chicago landmarks

- chicago landmarks
- chicago landmarks commission  
Commission on Chicago Landmarks · 121 N LaSalle St #1101, Chicago, IL
- chicago landmarks list
- chicago landmarks map
- chicago landmarks near me
- chicago landmarks bean  
Cloud Gate · 201 E Randolph St, Chicago, IL
- chicago landmarks to visit
- chicago landmarks pictures
- chicago landmarks in ferris bueller

Advertising ns Settings

# Using a Search Engine

- Search Term



The screenshot shows a Google search for "chicago landmarks". The search bar is highlighted with an orange border. The search results show "About 61,100,000 results (0.67 seconds)". The "Top sights in Chicago" section features three cards: "The Art Institute of Chicago" (4.8 stars, 25,837 reviews), "Field Museum" (4.7 stars, 18,365 reviews), and "Navy Pier" (4.6 stars, 59,745 reviews). A map of Chicago is visible on the right, and a "Chicago" information card is partially shown below it.

chicago landmarks - Google Se x +

google.com/search?q=chicago+landmarks&source=hp&ei=XFXaYfnRNMSwytMP2eKG-As&iflsig=ALs-wAMAAAAAYdpjbPiyVicur... Guest

Google

chicago landmarks

Sign in

All Maps Images News Shopping More Tools

About 61,100,000 results (0.67 seconds)

Top sights in Chicago

Local favorites Kid-friendly Outdoors Art & Culture History Museums Beaches

**The Art Institute of Chicago**  
4.8 ★★★★★ (25,837)  
Renowned art museum with global works

**Field Museum**  
4.7 ★★★★★ (18,365)  
State-of-the-art science museum

**Navy Pier**  
4.6 ★★★★★ (59,745)  
Destination with rides, shops & food

Chicago  
City in Illinois

Chicago, on Lake Michigan in Illinois, is among the largest cities in the U.S. Famed for its bold architecture, it has a skyline punctuated by skyscrapers such as the iconic John Hancock Center, 1,451-ft. Willis Tower (formerly the Sears Tower) and the neo-Gothic Tribune Tower. The city is also

# Using a Search Engine

- **Search Results:** A list of items that match the search terms.

The screenshot shows a Google search for "chicago landmarks". The search bar contains the text "chicago landmarks" and the search button is visible. Below the search bar, the results are categorized into "Top sights in Chicago".

**Top sights in Chicago:**

- Local favorites** (selected)
- Kid-friendly
- Outdoors
- Art & Culture
- History
- Museums
- Beaches

**Search Results:**

- The Art Institute of Chicago**: 4.8 ★★★★★ (25,837). Renowned art museum with global works.
- Field Museum**: 4.7 ★★★★★ (18,365). State-of-the-art science museum.
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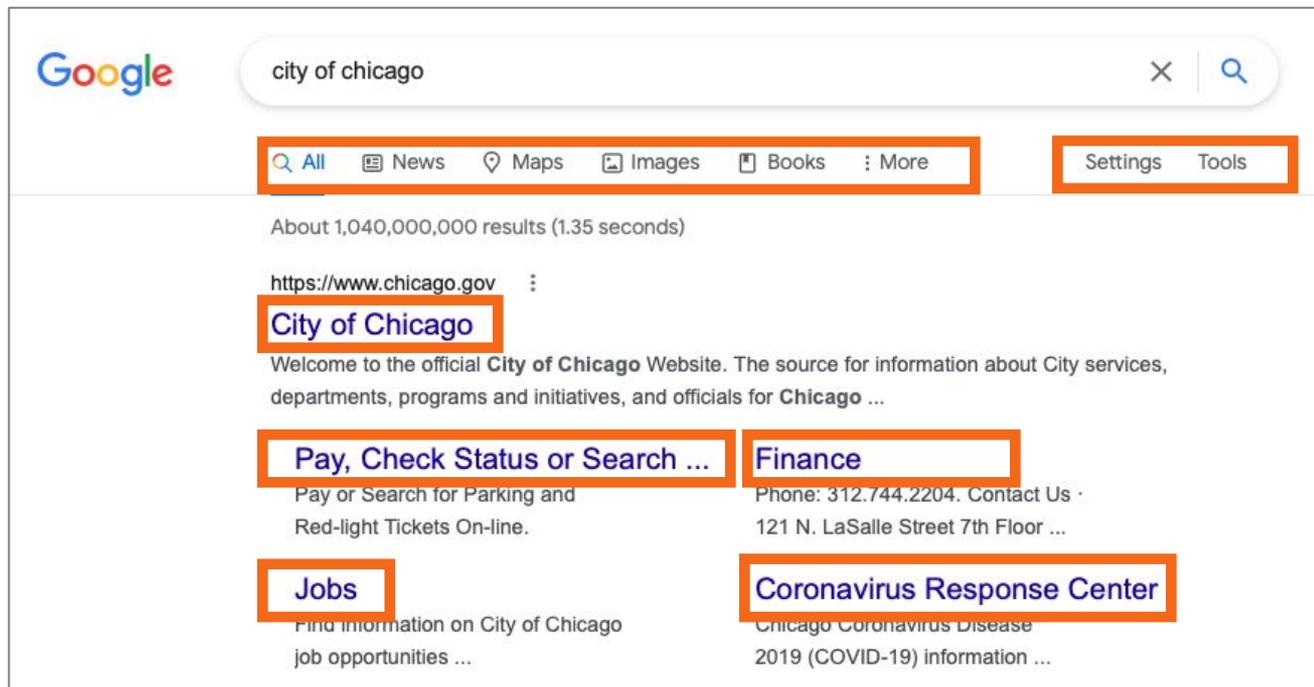
**Map:** A map of Chicago, Illinois, showing the city's location relative to surrounding areas like Schaumburg, Naperville, and Joliet. The map highlights the city's location on Lake Michigan.

**Chicago**  
City in Illinois

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# Using a Search Engine

- **Hyperlink (also known as a link):** It is an element on the web page that when clicked takes you to another document on the internet.



The image shows a Google search interface for the query "city of chicago". The search bar at the top contains the text "city of chicago" and a search icon. Below the search bar, there are navigation links for "All", "News", "Maps", "Images", "Books", and "More", along with "Settings" and "Tools". The search results show "About 1,040,000,000 results (1.35 seconds)". The first result is "https://www.chicago.gov" with the title "City of Chicago" highlighted. Below the title is a description: "Welcome to the official City of Chicago Website. The source for information about City services, departments, programs and initiatives, and officials for Chicago ...". There are four more search results highlighted with orange boxes: "Pay, Check Status or Search ..." (with a sub-link "Pay or Search for Parking and Red-light Tickets On-line."), "Finance" (with a sub-link "Phone: 312.744.2204. Contact Us · 121 N. LaSalle Street 7th Floor ..."), "Jobs" (with a sub-link "Find information on City of Chicago job opportunities ..."), and "Coronavirus Response Center" (with a sub-link "Chicago Coronavirus Disease 2019 (COVID-19) information ...").

# Using a Search Engine

## • Search Results Continued . . .

The screenshot shows a Google search for "chicago landmarks". The search bar contains "chicago landmarks" and the URL is "google.com/search?q=chicago+landmarks&source=hp&ei=XFXaYfnRNMSwytMP2eKG-As&iflsig=ALs-wAMAAAAAYdpjbPiyVicur...". The page displays several search results and a knowledge panel.

**People also ask**

- What landmark is Chicago known for?
- What are 3 major landmarks found in Illinois?
- What should you not miss when visiting Chicago?
- Why is Chicago so important?

<https://www.tripadvisor.com> › Attractions-g35805-Acti...  
**THE 10 BEST Sights & Historical Landmarks in Chicago**

|                     |                          |                          |                      |
|---------------------|--------------------------|--------------------------|----------------------|
| Cloud Gate          | Millennium Park          | Wrigley Field            | The Magnificent Mile |
| Chicago Riverwalk   | Chicago Cultural Center  | Garfield Park Conserv... | The Loop             |
| Buckingham Fountain | Skydeck Chicago - Wil... | Chicago Skyline          | United Center        |

<https://webapps1.chicago.gov> › landmarksweb › web  
**Chicago Landmarks - Home**

**Landmarks Tours** Take an on-line "virtual" tour to discover **Chicago's** many **landmark** buildings and districts. **Landmarks Architects** Learn about some of the more ...

of Chicago with its noted Impressionist and Post-Impressionist works. — Google

**Area:** 234 mi<sup>2</sup>  
**Metropolitan area:** 4,198 mi<sup>2</sup> (square miles)  
**Elevation:** 597'  
**Weather:** 22°F (-6°C), Wind NW at 17 mph (27 km/h), 52% Humidity [weather.com](#)  
**Local time:** Sunday 1:10 PM  
**Mayor:** [Lori Lightfoot](#)  
**Population:** 2.71 million (2019)

**Plan a trip**

- Things to do
- 3-star hotel averaging \$118, 5-star averaging \$368
- Upcoming Events

**Neighborhoods:** [Lincoln Park](#), [River North](#), [Magnificent Mile](#), [MORE](#)





# Search Engine

- **Ads in Search Results:** Search engines sometimes display advertisements related to the search result.

The screenshot shows a Google search results page for the query "chicago landmarks". The browser address bar shows the search URL. The search bar contains "chicago landmarks" and the Google logo is visible. Below the search bar, there are navigation links for "All", "Maps", "Images", "News", "Shopping", and "More". The search results are on page 2 of about 61,100,000 results. Two advertisements are highlighted with orange boxes:

**Ad** · <https://www.chicagohistory.org/> · (312) 642-4600  
**Chicago tourist attractions - Plan Your Trip - ChicagoHistory.org**  
We share **Chicago's** stories and assure the safety of our visitors is our top priority. View our event schedule online today. Special Events. Exhibitions. City Tours. Educational Programs. Services: Walking Tours, In-Person Exhibits, Virtual Exhibits, Classroom Resources.

**Virtual Tours**  
Use our online resources to tour the museum virtually.

**Online Activities**  
View our variety of free online activities for families.

**Ad** · <https://www.loopchicago.com/explore> ·  
**Best things to do in Chicago - Chicago's Best Attractions**  
Explore the **Chicago Loop**, **Chicago's** official downtown. Enjoy shopping, staycations, things to do, and more! How to get here. Eat & Drink. Shopping. Loop Deals. Things to do. Highlights: Founded In 2005, Proposals Requesting Option Available.  
[In the Loop](#) · [Explore](#)

# Using a Search Engine

- Search by Format Type

The screenshot shows a Google search for "chicago landmarks". The search bar contains "chicago landmarks" and the search results page displays "About 61,100,000 results (0.67 seconds)". The "All" filter is selected and highlighted with an orange box. Below the search bar, there are navigation options: All, Maps, Images, News, Shopping, More, and Tools. The "Top sights in Chicago" section features several categories: Local favorites, Kid-friendly, Outdoors, Art & Culture, History, Museums, and Beaches. Three sight cards are visible: The Art Institute of Chicago (4.8 stars, 25,837 reviews), Field Museum (4.7 stars, 18,365 reviews), and Navy Pier (4.6 stars, 59,745 reviews). A map of Chicago is shown on the right, and a detailed description of Chicago is provided below it.

chicago landmarks - Google Search

google.com/search?q=chicago+landmarks&source=hp&ei=XFXaYfnRNMSwytMP2eKG-As&ifsig=ALs-wAMAAAAAYdpjbPiyVicur... Guest

Google chicago landmarks

All Maps Images News Shopping More Tools

About 61,100,000 results (0.67 seconds)

Top sights in Chicago

Local favorites Kid-friendly Outdoors Art & Culture History Museums Beaches

**The Art Institute of Chicago**  
4.8 ★★★★★ (25,837)  
Renowned art museum with global works

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Destination with rides, shops & food

Chicago  
City in Illinois

Chicago, on Lake Michigan in Illinois, is among the largest cities in the U.S. Famed for its bold architecture, it has a skyline punctuated by skyscrapers such as the iconic John Hancock Center, 1,451-ft. Willis Tower (formerly the Sears Tower) and the neo-Gothic Tribune Tower. The city is also

# Using a Search Engine

- Search by Format Type Example

The screenshot shows a Google search results page for the query "chicago landmarks". The search bar contains the text "chicago landmarks" and the "Images" filter is highlighted with an orange box. Below the search bar, there are navigation tabs for "All", "Maps", "Images", "News", "Shopping", and "More". The "Images" tab is selected. Below the navigation tabs, there are several image thumbnails representing different Chicago landmarks, including "downtown", "famous", "bean", "map", "fountain", "vector", "iconic", and "skyline". The "bean" tab is selected. The main content area displays a grid of image results. The first row includes five images with captions: "10 Chicago Landmarks to Visit" (loyolaphoenix.com), "Iconic Chicago Landm..." (conciergepreferred.com), "Historical Landmarks in Chicag..." (tripadvisor.com), "The Top Things to Do in Chicago" (tripsavvy.com), and "Famous Chicago Landmarks - Best ..." (gocity.com). The second row includes four images: a Ferris wheel, a city skyline with the Bean, a grid of various landmarks, and the Bean at night.

# Using a Search Engine

- Search by Format Type Example (continued)

The screenshot shows a Google search for "chicago landmarks". The search bar contains the text "chicago landmarks". Below the search bar, the "All" filter is highlighted with an orange box. Other filters include "Maps", "Images", "News", "Shopping", and "More". The "Tools" section is visible on the right. Below the filters, there are several image thumbnails with labels: "downtown", "famous", "bean", "map", "fountain", "vector", "iconic", and "skyline". The main search results are displayed in a grid of images. The first row includes:

-  10 Chicago Landmarks to Visit  
loyolaphoenix.com
-  Iconic Chicago Landm...  
conciergepreferred.com
-  Historical Landmarks in Chicag...  
tripadvisor.com
-  The Top Things to Do in Chicago  
tripsavvy.com
-  Famous Chicago Landmarks - Best ...  
gocity.com

The second row of images includes:

- 
- 
- 
- 

# Activity #2

Open Internet Basics: Basic Search Practice Module

# Can you identify where you enter your search terms when searching Google?

chicago visitors bureau



[All](#) [News](#) [Maps](#) [Images](#) [Shopping](#) [More](#)

Tools

About 12,900,000 results (1.07 seconds)

**Ad** · <http://www.loopchicago.com/>

## Your Official Guide Downtown - Explore Chicago in a new way

What do you want to do today? Explore, get local tips, Loop events, do business, or more! Start exploring everything the Loop has to offer. There's something for everyone! Shopping. How to get here. Where to stay. Things to do. Loop Deals. Eat & Drink.

### In the Loop

Take a look at stories from locals.  
Discover the best things to do.

### Join

Sign up to be a member today.  
Learn how we can help your business

<https://www.choosechicago.com>

## Chicago Things to Do, Events, Restaurants, Hotels & Vacation ...

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### Contact us

Visit us at one of our office locations, or call or email us ...

### Request visitors guide

Fill out a form to order your copy of the Chicago Visitors Guide for ...

### Find visitor information center

Looking for Visitor Information Centers in or around Chicago ...

### First-time visit

First time visiting Chicago? Learn about all the must-see city ...



## Chicago

City in Illinois

Chicago, on Lake Michigan in Illinois, is among the largest cities in the U.S. Famed for its bold architecture, it has a skyline punctuated by skyscrapers such as the iconic John Hancock Center, 1,451-ft. Willis Tower (formerly the Sears Tower) and the neo-Gothic Tribune Tower. The city is also renowned for its museums, including the Art Institute of Chicago with its noted Impressionist and Post-Impressionist works. — Google

**Elevation:** 597'

# Can you identify where the ad appears?

chicago visitors bureau



[All](#)
[News](#)
[Maps](#)
[Images](#)
[Shopping](#)
[More](#)

Tools

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# There are two ways to get to a map. What are they?

chicago visitors bureau



[All](#)
[News](#)
[Maps](#)
[Images](#)
[Shopping](#)
[More](#)

Tools

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**Elevation:** 597'

# Which link will take you to the image results?

chicago visitors bureau



[All](#)
[News](#)
[Maps](#)
[Images](#)
[Shopping](#)
[More](#)

Tools

About 12,900,000 results (1.07 seconds)

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**Elevation:** 597'



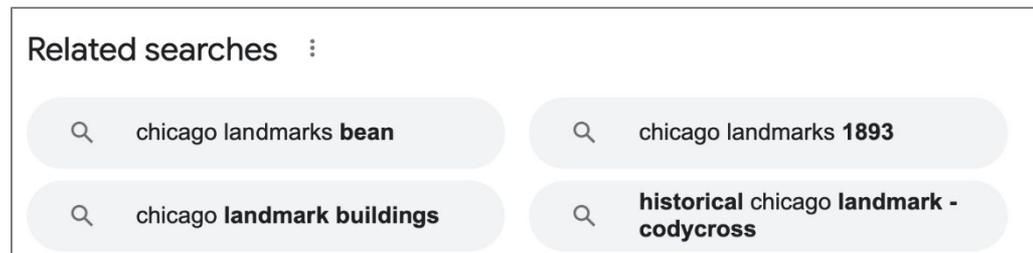
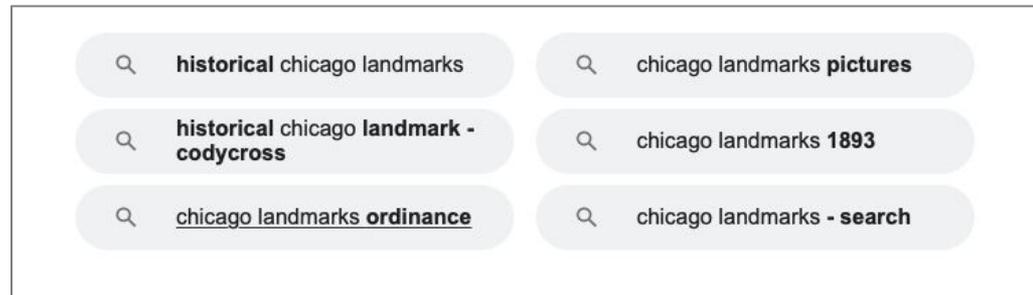
## Search Tips & Tricks

- Use quotation marks to search for an exact phrase.  
Example: “Illinois State Fair”
- **AND** narrows your search results. It finds web pages that contain all the search terms.  
Example: Chicago **AND** events
- **OR** expands your search. It finds web pages that contain either word.  
Example: college **OR** university
- You can exclude terms from the search results by using the (-) minus symbol.  
Example: cardinal -baseball



## Search Tips & Tricks

- Review the search results list before clicking a link.
- Check multiple pages before using a new keyword search.
- Use “Also try” or “Searches related to.”
- If you can’t find a web page, try using the recommended searches feature available on most search result pages.



# Activity #3

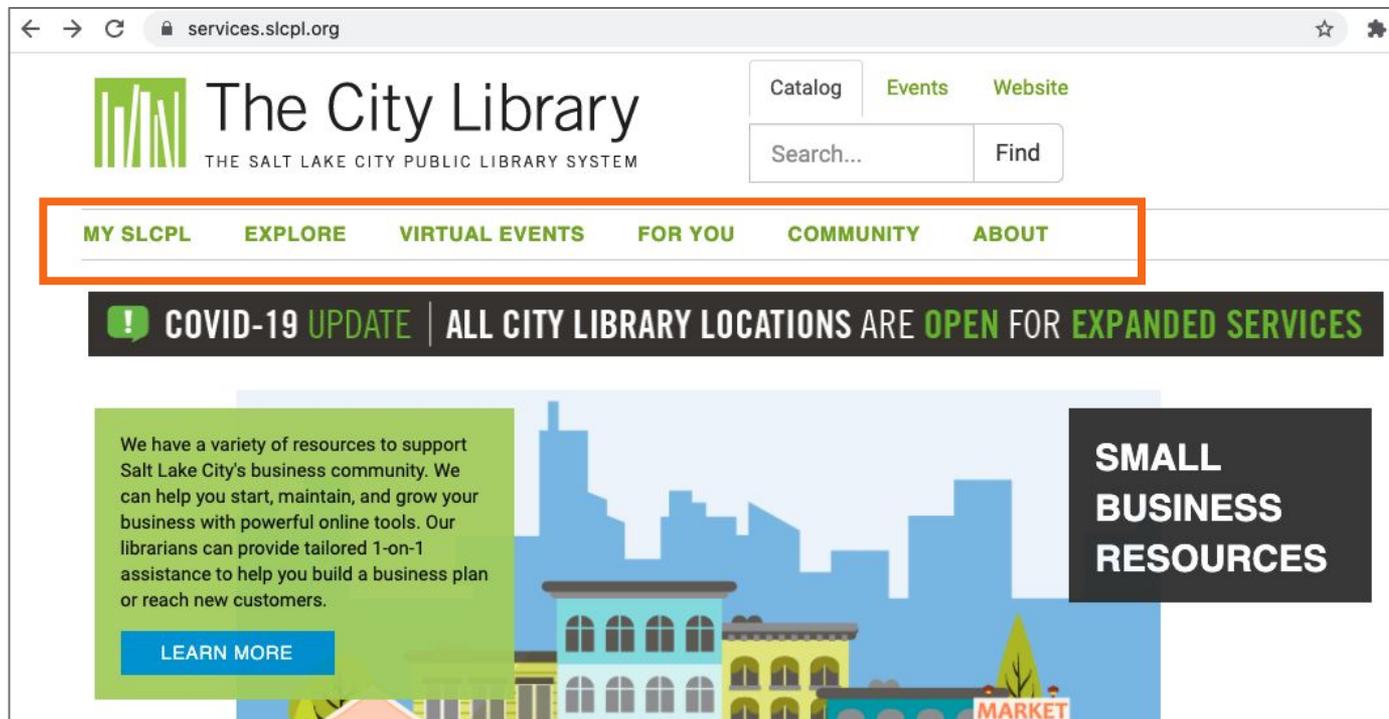
# Navigating a Website

- **Website:** A collection of web pages that provide information about a particular business, group, organization, or person (such as the Salt Lake City Public Library).

The screenshot shows the website [services.slcp.org](https://services.slcp.org). The header includes the logo for "The City Library" (The Salt Lake City Public Library System) and navigation links for "Catalog", "Events", and "Website". A search bar with a "Find" button is also present. Below the header is a main navigation menu with links for "MY SLCP", "EXPLORE", "VIRTUAL EVENTS", "FOR YOU", "COMMUNITY", and "ABOUT". A prominent black banner with green text reads: "COVID-19 UPDATE | ALL CITY LIBRARY LOCATIONS ARE OPEN FOR EXPANDED SERVICES". The main content area features a colorful illustration of a city street with buildings labeled "MARKET", "BAKER", and "CAFE". A green callout box on the left contains text about business resources and a "LEARN MORE" button. A dark grey callout box on the right says "SMALL BUSINESS RESOURCES". In the bottom right corner, there is a "Need Help" chat bubble with the text "chat live n".

# Navigating a Website

- **Navigation Menu:** A collection of links to the main sections of the website. Navigation menus usually appear near the top of the page. Click these links to browse other sections of the website.



# Navigating a Website

- **Navigation Menu:** Main section hyperlink

The City Library  
THE SALT LAKE CITY PUBLIC LIBRARY SYSTEM

Catalog **Events** Website

Search... Find

MY SLCPL **EXPLORE** **VIRTUAL EVENTS** FOR YOU COMMUNITY ABOUT

Search for event **VIRTUAL EVENTS**  
Discover what's happening with our searchable events calendar.

**ART EXHIBITS**  
Find out about art exhibits around Salt Lake City.

**VIRTUAL MEETING ROOMS**  
Request a Zoom meeting room.

Calendar

Filter by: Location Age Group Event Type Today

# EVENTS

**August 2 2021 - August 31 2021**

**ONE WORLD CONNECTED THROUGH SONG - PRESENTED BY HELLO MUSIC**

**Monday, August 02: 10:00am - 11:30am**

Virtual Branch

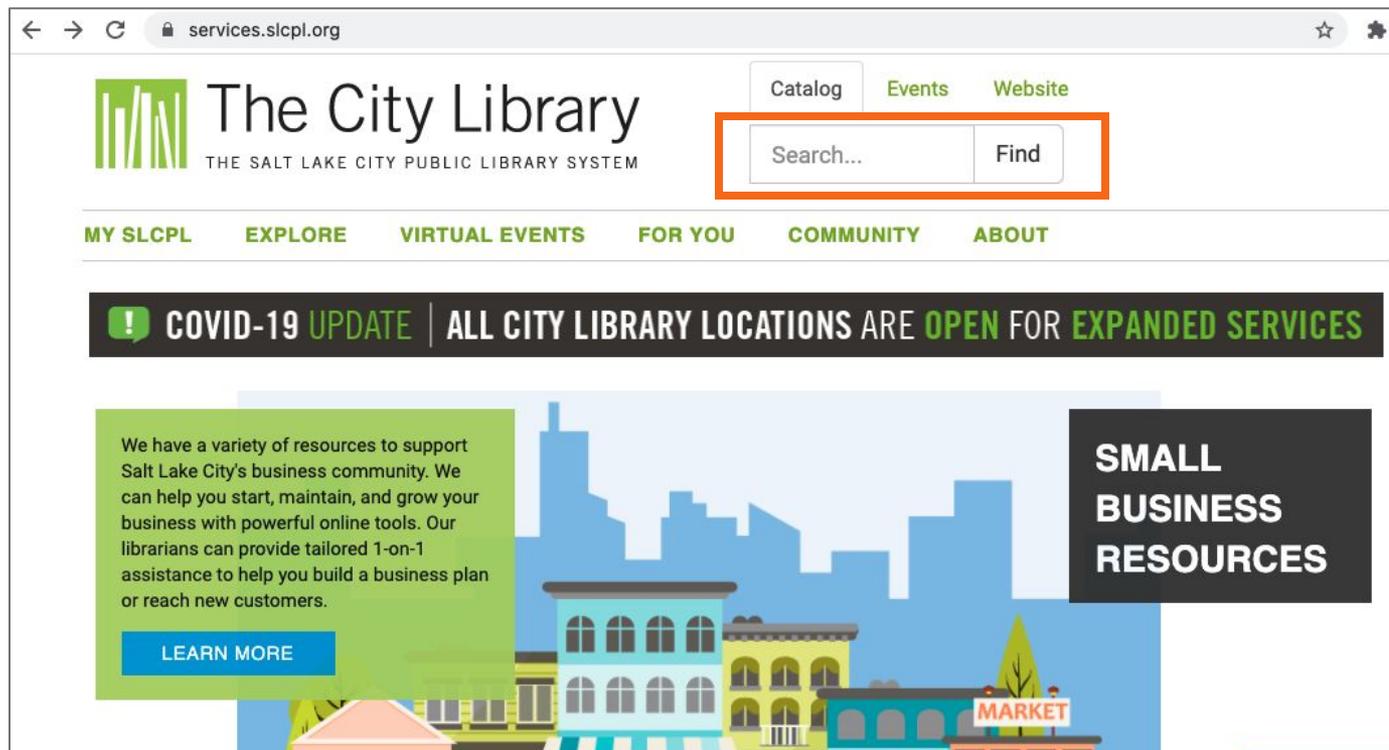
**AGE GROUP:** ● PRESCHOOLERS ● KIDS ● FAMILY

**EVENT TYPE:** VIRTUAL EVENT, BOOKS & READING, ARTS & CREATIVITY

Today  
Tomorrow  
This week  
Next week

# Navigating a Website

- **Search Box:** Just like a search engine searches the internet, the search box on a website allows visitors to search for specific information on the site they are visiting.



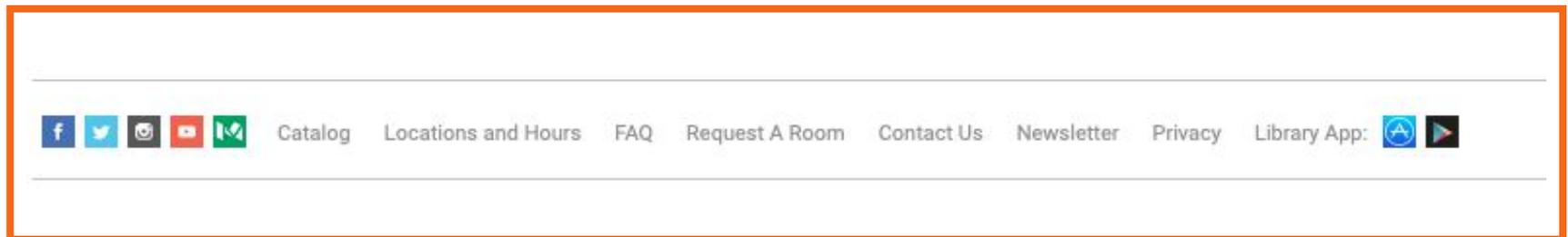
# Navigating a Website

- **Main Content:** This is the big area in the middle of the web page that contains most of the information. Examples: a story you want to read, a video you want to watch, a recipe you want to bake, etc.

The screenshot displays the homepage of The City Library. At the top left is the logo, a green square with white vertical bars of varying heights, followed by the text "The City Library" and "THE SALT LAKE CITY PUBLIC LIBRARY SYSTEM" below it. To the right are navigation links for "Catalog", "Events", and "Website". Below these is a search bar with "Search..." and a "Find" button. A horizontal menu contains links for "MY SLCPL", "EXPLORE", "VIRTUAL EVENTS", "FOR YOU", "COMMUNITY", and "ABOUT". A dark banner with a green exclamation mark icon contains the text "COVID-19 UPDATE | ALL CITY LIBRARY LOCATIONS ARE OPEN FOR EXPANDED SERVICES". The main content area features a colorful illustration of a city street with buildings labeled "SALON", "CAFE", "BAKERY", and "MARKET". On the left, a green box contains text about business resources and a "LEARN MORE" button. On the right, a dark box contains the text "SMALL BUSINESS RESOURCES". In the bottom right corner, there is a "Need Help?" chat live button.

## Navigating a Website

- **Footer:** A collection of links that appears on the bottom of each page. The footer often includes basic information about the website or company, including contact information, terms of use, social media links, and more.



# Navigating a Website

- **Sidebar Navigation:** This is collection of links that allows the user to navigate to information in a particular section of the website.

The screenshot shows the website for The City Library, The Salt Lake City Public Library System. The main navigation bar includes links for Catalog, Events, and Website, along with a search bar and a Find button. Below this is a secondary navigation bar with links for MY SLCPL, EXPLORE, VIRTUAL EVENTS, FOR YOU, COMMUNITY, and ABOUT. A search bar for events is present, along with filter options for Location, Age Group, and Event Type, and a Today button with a list and calendar icon.

The main content area is titled "EVENTS" and displays the date range "August 2 2021 - August 31 2021". The featured event is "ONE WORLD CONNECTED THROUGH SONG - PRESENTED BY HELLO MUSIC", scheduled for Monday, August 02, from 10:00am to 11:30am. It is a Virtual Branch event, suitable for Preschoolers, Kids, and Family, and falls under the categories of Virtual Event, Books & Reading, Arts & Creativity.

A sidebar navigation menu is highlighted with an orange border. It includes a "Calendar" tab, a "Date range" section with "From" and "To" date pickers (set to August 2 2021 and August 31 2021), and a list of navigation options: "Today", "Tomorrow", "This week", and "Next week".



## Tips & Tricks

- **Safety Tips:** Here are some tips to ensure that you use the internet safely.
  - **Secure websites:** These usually begin with `https://` or show a lock icon or message to alert users that the website owner employs their own security team to ensure encryption of the user's information.



- **Fake URLs:** Sometimes fraudsters create a fake URL as part of an online scam. Check the website address or URL to make sure you are on the website you intended to visit. A missing letter, a typo, or grammatical errors can be a sign that the website may be part of a scam.
- **Security settings:** Check the security settings in your web browser to view and set your security preferences.

# Activity #4

## ACTIVITY #4: Practice

Practice what you've learned. Use a web browser to visit <https://www.digitalllearn.org> and answer the following questions or follow along with the instructor to complete the following tasks.

1. How many courses are available?
2. How many activities are in the *Navigating a Website* course?
3. What information is available in the footer?
4. What links are in the navigation menu?
5. List one resource that is hyperlinked on the web page
6. Are there ads on the website? If yes, how many?
7. Does the website have a search function?

# Congratulations, Learners!

Today you have learned:

- What web browsers and search engines do
- Which skills you need to navigate the internet, including:
  - Using a web browser
  - Using a search engine
  - Navigating a website
- Tips & tricks for basic and advanced searches

Today's training is provided by AT&T  
and the Public Library Association.

Visit <insert library's URL here> and  
<https://www.digitallearn.org>  
for more courses and to build confidence using  
technology.

Thank you for coming!



Provided by AT&T and the Public Library Association.