

# *USING THE INTERNET*



# CONTENTS

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- ❑ Internet Basics
- ❑ Internet Explorer
- ❑ Search Engines
- ❑ E-Mail
- ❑ Advantages and Disadvantages of the Internet
- ❑ Some good websites





# WHAT IS INTERNET?

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- ✖ A **computer network**
  - + Two or more connected computers that can share information
- ✖ An **Intranet** is a local computer network
  - + A company office
- ✖ The **Internet** is a network of connected computers and computer networks located around the world.
  - + Millions users throughout the world
  - + Connected using telephone lines, cables, and satellites

# UNDERSTANDING WEB BROWSERS

- ✗ The **World Wide Web** (the **Web** or **WWW**) is a part of the Internet containing linked Web pages
- ✗ A **Web browser** is a software program used to access and display Web pages
- ✗ **Internet Explorer** is a Web browser





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# UNDERSTANDING WEB BROWSERS (CONT.)

- ✖ A **search engine** is a special Web site that helps find other Web sites
- ✖ A **Web site** is a group of Web pages
- ✖ Web pages contain highlighted text or graphics called **hyperlinks** or **links**
  - + Hyperlinks open other Web pages

# UNDERSTANDING WEB BROWSERS (CONT.)

Using the Internet Explorer, you can:

- ✖ Display Web pages
- ✖ Use links to move from one Web page to another
- ✖ Play audio and video clips
- ✖ Search the Web for information
- ✖ Save a list of favorite Web pages
- ✖ Print or save the text and graphics on Web pages
- ✖ E-mail Web pages





# STARTING INTERNET EXPLORER

- ✖ Internet Explorer connects your computer to the Web using an Internet connection
- ✖ Locate the Internet Explorer icon
  - + Start menu, desktop icon or quick launch
- ✖ Home page appears
  - + A **home page** is the first page that opens every time you start Internet Explorer

# STARTING INTERNET EXPLORER (CONT.)

**Tip:** Keep Google your home page



**Web** [Images](#) [Groups](#) [News](#) [Scholar](#) [more »](#)

Google Search

I'm Feeling Lucky

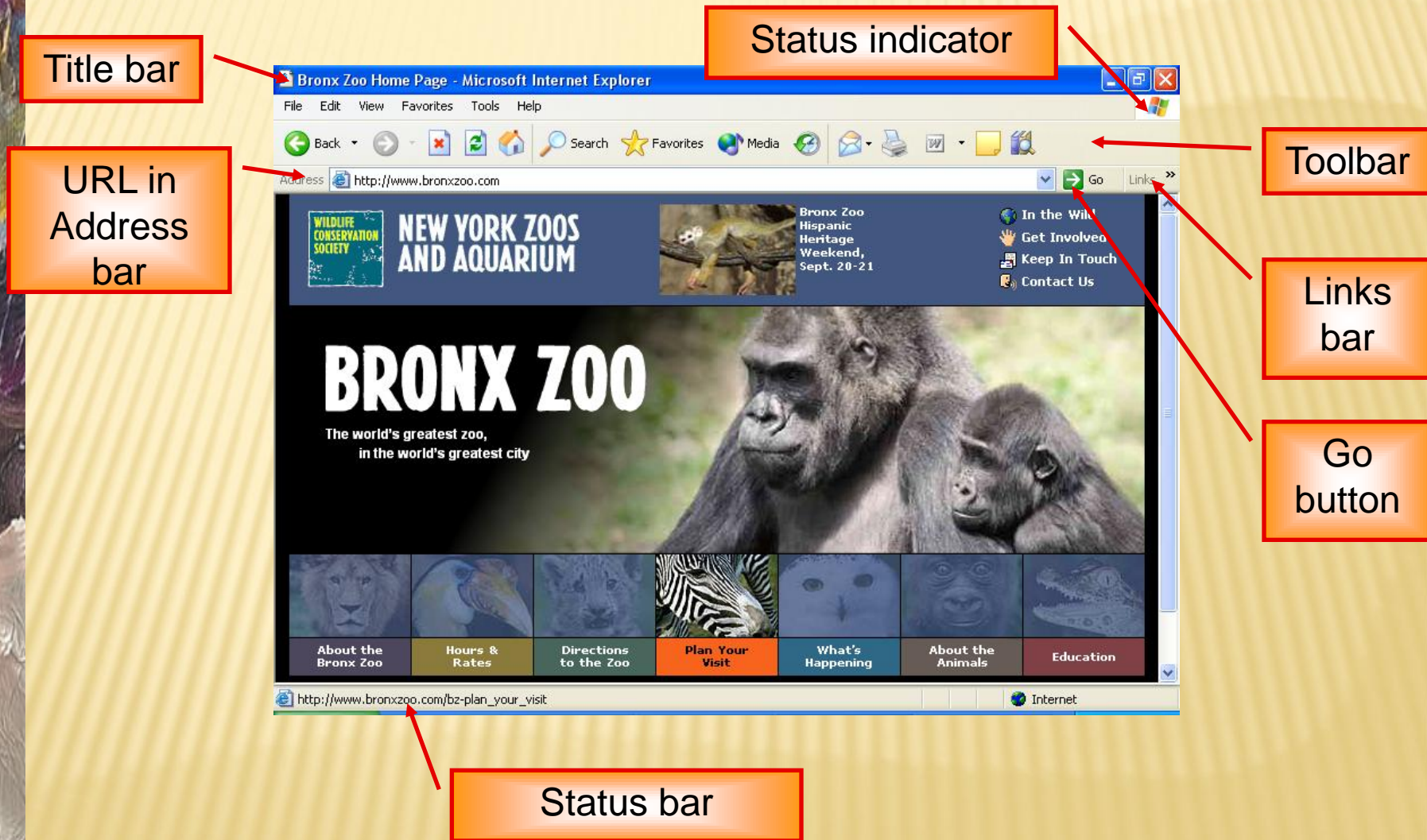
Search: ☒ the web ☐ pages from Pakistan

[Advanced Search](#)  
[Preferences](#)  
[Language Tools](#)

Google.com.pk offered in: [اردو](#)



# EXPLORING THE BROWSER WINDOW



# VIEWING AND NAVIGATING WEB PAGES

- ✗ Every Web page has a **URL**
  - + unique address on the Web
- ✗ Parts of a URL:
  - + “http” (Hypertext Transfer Protocol)
  - + “:” (a colon)
  - + “//” (two forward slashes)
  - + “www” (identifies the World Wide Web)
  - + then the **domain name**- the Web site’s name
  - + “.” (another dot)
  - + top-level domain
    - ✗ edu, com, or org



# VIEWING AND NAVIGATING WEB PAGES (CONT.)

- ✗ A URL:

- + <http://www.uet.edu.pk>

- ✗ Additional folders or file names may appear in URL

- + <http://www.uet.edu.pk/faculties/facultiesinfo/departments?RID=introduction&id=4>

# WEB PAGE BASICS

- ✖ A Web page is the product or output of one or more Web-based files displayed in a format similar to a page in a book
- ✖ A Web browser is software that displays Web page elements and handles links between pages
- ✖ Every Web page has a unique address called a URL

<http://www.cnn.com/showbiz/movies.htm>

Web protocol  
standard

Web server name

Folder name

Document name and file  
extension



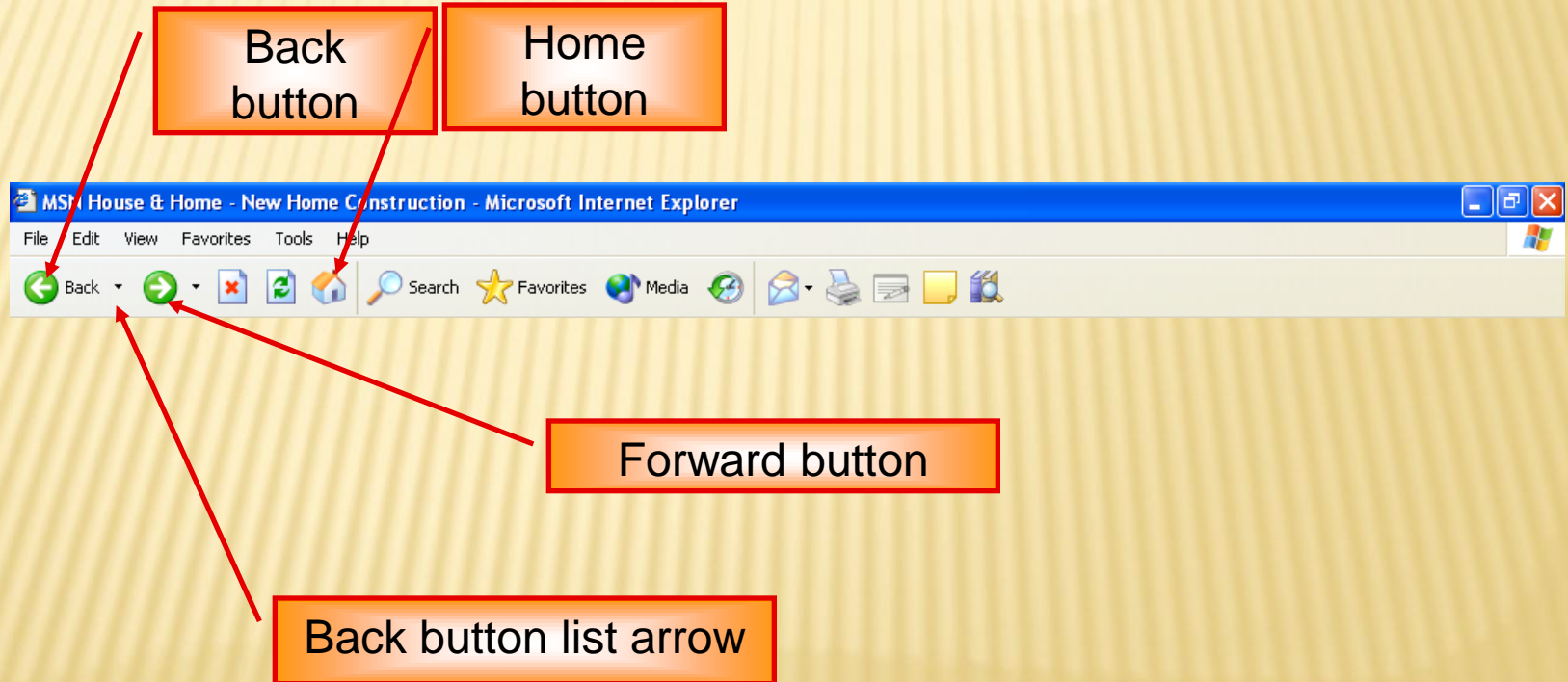
# VIEWING AND NAVIGATING WEB PAGES (CONT.)

- ✖ Hyperlinks enable you to open another location on the same Web page or a different Web page

Hyperlinks  
to other  
Web pages



# VIEWING AND NAVIGATING WEB PAGES (CONT.)





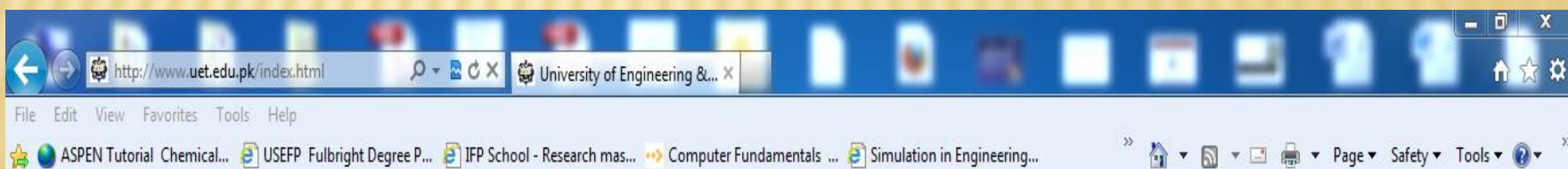
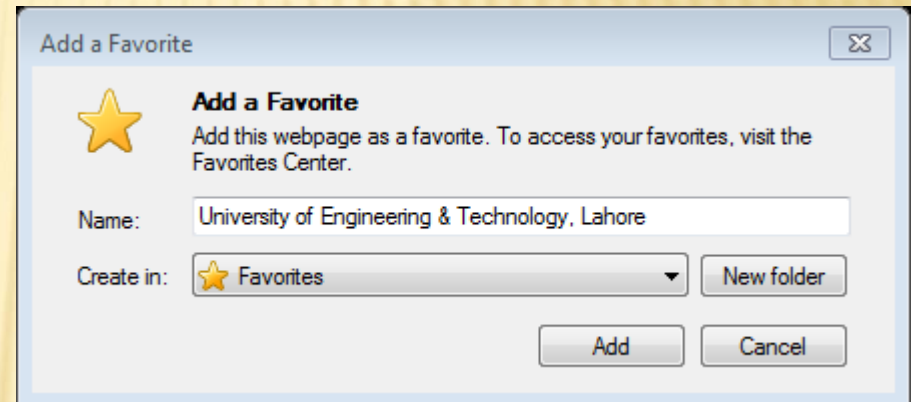
# VIEWING AND NAVIGATING WEB PAGES (CONT.)

## ✕ Selecting a home page

- + Default home page in Internet Explorer is MSN.com home page on the MSN Web site
- + Change your home page
  - ✕ Open the Web page you want to be your new home page
  - ✕ Click the Use Current option in the Internet options dialog box.

# SAVING A FAVORITE WEB PAGE

- ✗ The **Favorites list** and the **Favorites toolbar** allows you to create your own list of favorite Web sites

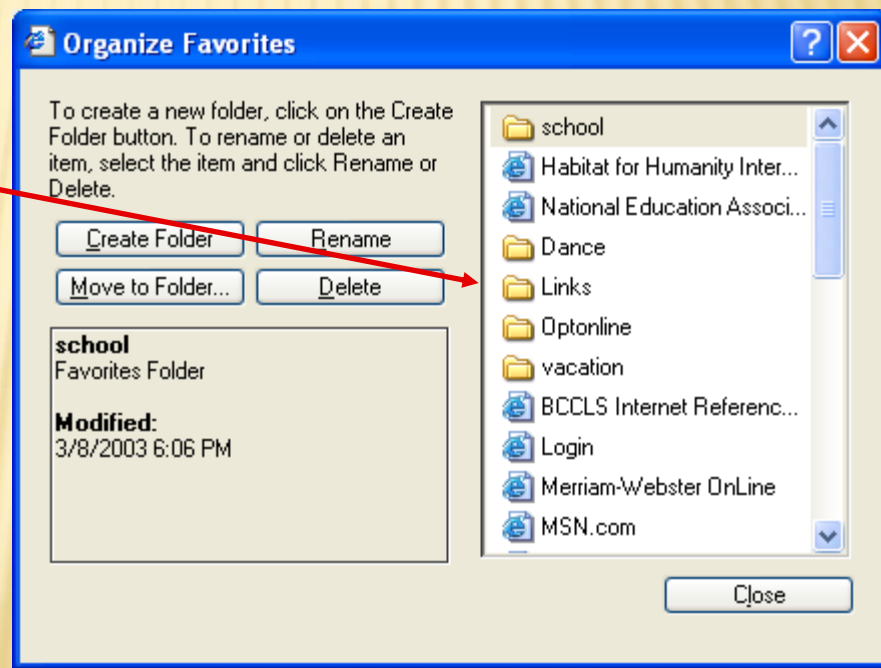




# SAVING A FAVORITE WEB PAGE (CONT.)

- ✧ Use the Organize Favorites dialog box to manage the Favorites list

List of favorites



# EXITING INTERNET EXPLORER

- ✖ Click the window Close button
  - + OR...
- ✖ Click File on the menu bar, then click Close







# WEB BROWSERS

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- ✖ Help you access Web pages
- ✖ Upgrade to new browser versions as they become available
- ✖ Popular browsers:
  - + Internet Explorer
  - + Mozilla Firefox
  - + Apple Safari
  - + Netscape Navigator
  - + Opera
  - + Google Chrome

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# SEARCH ENGINES

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- ✖ Search Engine Basics
- ✖ Formulating Searches
- ✖ Citing Web-based Source Material



# SEARCH ENGINE BASICS

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- ✖ A Web search engine is a program designed to help people locate information on the Web by formulating simple keyword queries.
- ✖ Google is most used Search Engine

Google - Windows Internet Explorer

http://www.google.com/

RoboForm Search (passcards) Setup Form Filling Save Generate Page Tools

Google

Web Images Video News Maps

mountain bike

Search Advanced Search Preferences

Sign in

More than 31 million relevant sites were found.

Results 1 - 10 of about 31,400,000 for mountain bike [definition]. (0.11 seconds)

**Mountain Bike**  
Daily and Weekly updates from the world of Mountain Biking.  
[www.mountainbike.com/](http://www.mountainbike.com/) - 56k - [Cached](#) - [Similar pages](#)

**Mountain bike product reviews forums classifieds trails**  
Guide to all things mountain biking, delivering user-provided reviews of mountain bike products, news and tips.  
[www.mtbr.com/](http://www.mtbr.com/)

**International Mountain Bicycling Association**  
IMBA creates, educates, and promotes opportunities for mountain bikers worldwide.  
[www.imba.com/](http://www.imba.com/)

**Mountain bike action**  
An on-line magazine dedicated to the sport of mountain biking, technology, new products, racing, and reviews.  
[www.mbaction.com/](http://www.mbaction.com/) - 89k - [Cached](#) - [Similar pages](#)

**Sponsored Links**

**Mountain Bike at REI**  
Top Brand Road & Trail Bikes  
Free Shipping to REI Stores!  
[www.rei.com](http://www.rei.com)

**Mongoose Mountain Bike**  
Shop Our Huge Selection Of Cycling Gear & More - \$99+ Orders Ship Free  
[www.sportsauthority.com](http://www.sportsauthority.com)

**Mountain Bike**  
Compare Prices, Get Special Deals & Savings. Shop at AOL® Shopping!  
[AOLShopping.com](http://AOLShopping.com)

Done Internet | Protected Mode: On 100% 4:39 AM

Google - Windows I...





# FORMULATING SEARCHES

Most search engines work with keyword queries in which you enter one or more words, called search terms

- Most search engines are not case sensitive, so you don't have to use the Shift key when entering proper names.
- Typically, search engines ignore common words, such as "and," "a," and "the," so don't bother to include them in your query.
- The top search engines use stemming technology that looks for plurals and other variations of the keywords you enter. For example, if you enter *diet*, the search engine also looks for pages with terms such as "diets," "dietary," and "dietician."
- To search for an exact phrase, enter it in quotes. For example, "*Dynamic Duo*."
- The asterisk (\*) is sometimes referred to as a wildcard character. It allows a search engine to find pages with any derivation of a basic word. For example, the query *medic\** would not only produce pages containing the word "medic," but also "medics," "medicine," "medical," "medication," and "medicinal."
- The NEAR operator tells a search engine that you want documents in which one of the keywords is located close to but not necessarily next to the other keyword. The query *library NEAR/15 congress* means that the words "library" and "congress" must appear within 15 words of each other. Successful searches could include documents containing phrases such as "Library of Congress" or "Congress funds special library research."
- When you enter multiple terms, the query processor assumes you want to see Web pages that include all your terms. Technically, the search engine inserts the Boolean operator "AND" between the keywords in your search. If you want to use other Boolean operators, however, you must enter them.

# FORMULATING SEARCHES

- ✖ A Boolean operator is a word or symbol that describes a relationship between keywords, helping you create a more focused query

## AND

When two search terms are joined by AND, both terms must appear on a Web page before it can be included in the search results. The query *railroad AND cars* will locate pages that contain both the words “railroad” and “cars.” Your search results might include pages containing information about old railroad cars, about railroad car construction, and even about railroads that haul automobiles (“cars”). Some search engines use the plus symbol (+) instead of the word AND.

## OR

When two search terms are joined by OR, either one or both of the search words could appear on a page. Entering the query *railroad OR cars* produces information about railroad fares, railroad routes, railroad cars, automobile safety records, and even car ferries.

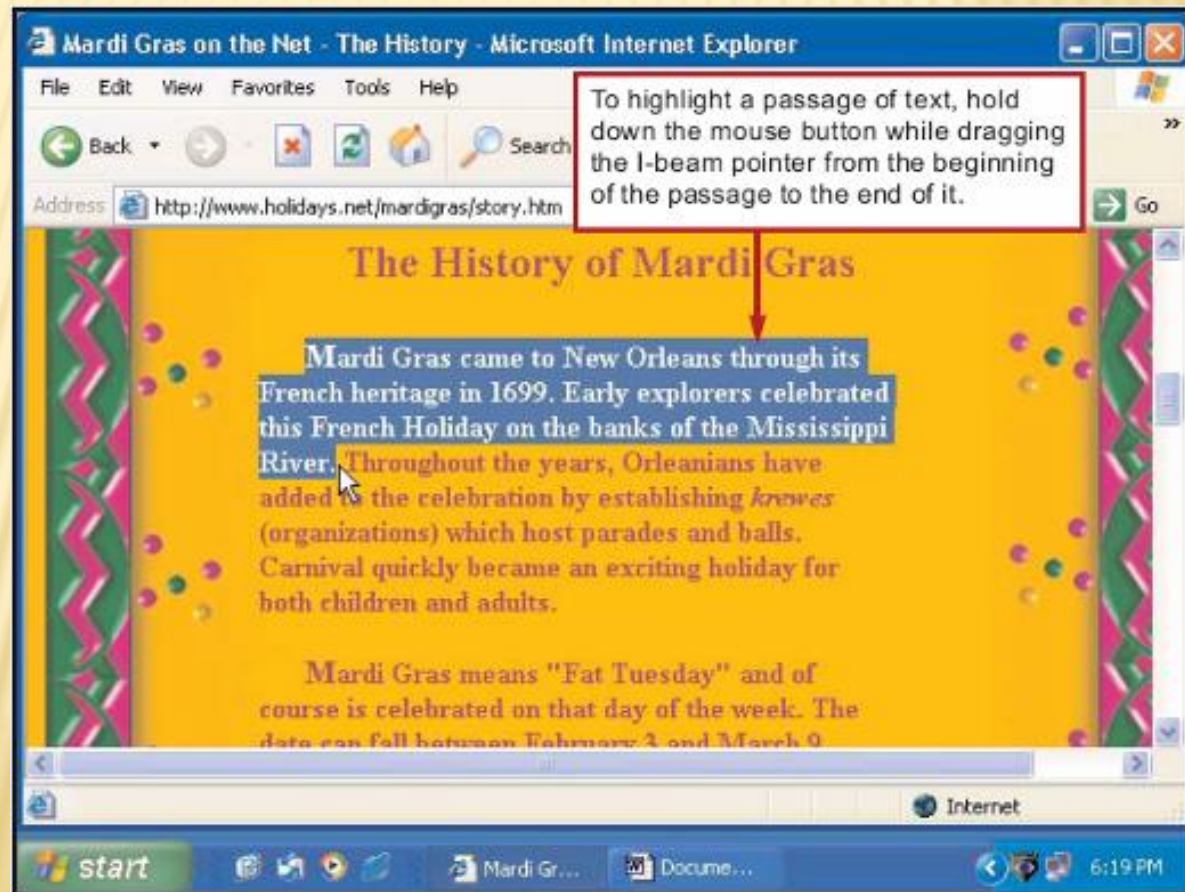
## NOT

The keyword following NOT must not appear on any of the pages found by the search engine. Entering *railroad NOT cars* would tell the search engine to look for pages that include “railroad” but not the keyword “cars.” In some search engines, the minus sign (-) can be used instead of the word NOT.



# CITING WEB-BASED SOURCE

To copy a passage of text from a Web page, highlight the text, click the Edit menu, then select Copy. Next, switch to your own document and use the Paste option.



An abstract painting with various colors including purple, yellow, blue, and red, with visible brushstrokes.

# E-MAIL

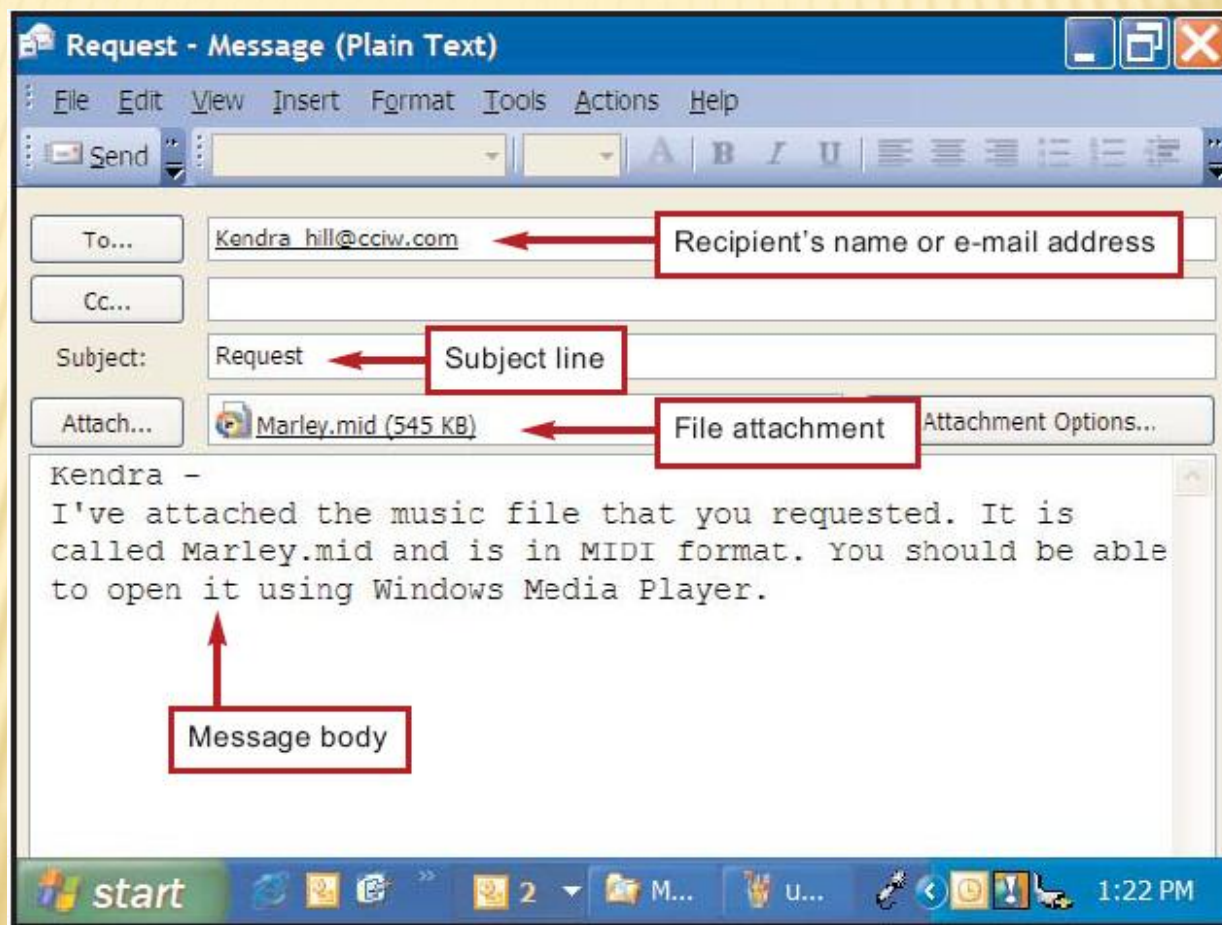
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- ✕ E-mail Overview
- ✕ Netiquette
- ✕ E-mail Technology



# E-MAIL OVERVIEW

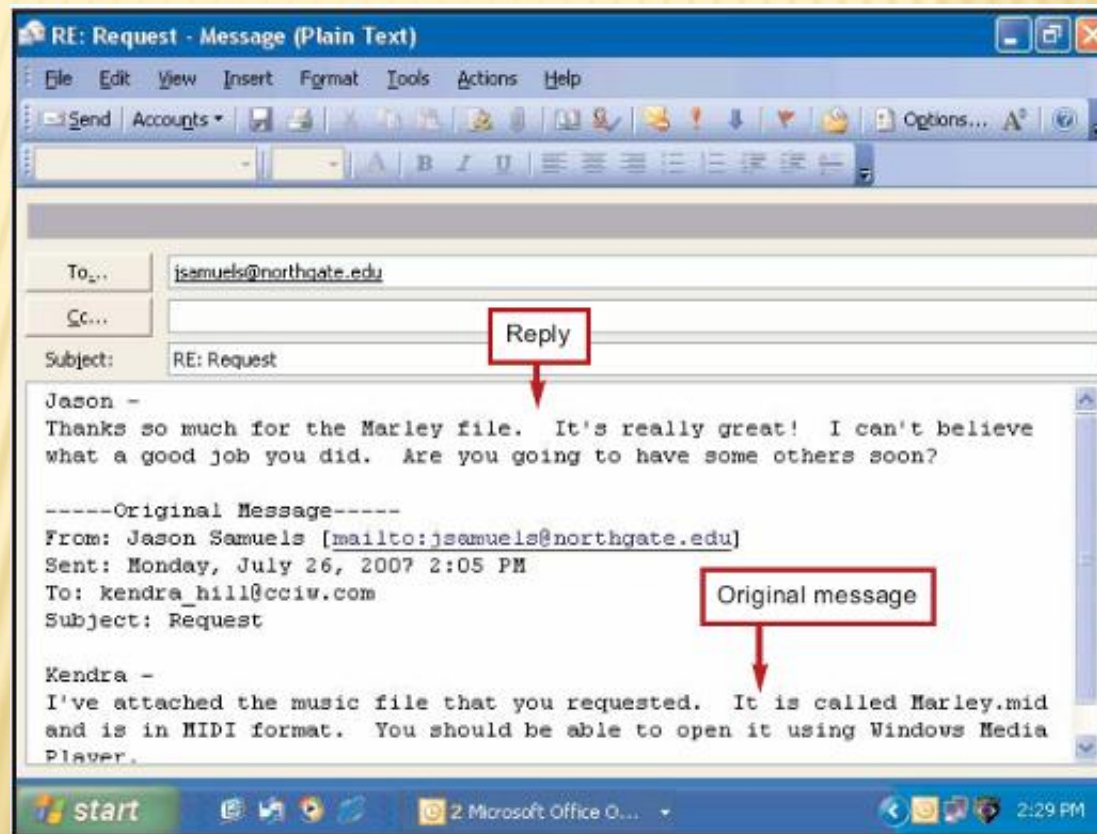
- ✧ Any person with an e-mail account can send and receive e-mail messages



# E-MAIL OVERVIEW

## ✕ Basic e-mail activities

- + Writing
- + Replying
- Reading
- Forwarding







# E-MAIL ATTACHMENTS

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- ✖ E-mail attachments are files that travel with an e-mail message
- ✖ You can attach any type of file but mostly Microsoft word, excel, power point, MP3, pictures are attached.
- ✖ Different email providers give different size limit for the files to be shared.

# NETIQUETTE

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## ✖ Internet etiquette

- + Meaningful subject
- + Use uppercase and lowercase letters
- + Check spelling
- + Be careful what you send
- + Be polite
- + Be cautious with sarcasm and humor



# NETIQUETTE

- + Use smileys and text messaging shorthand cautiously
- + Use the Bcc function for group mailings
- + Don't send replies to all recipients
- + Don't send huge attachments
- + Explain attachments
- + Stay alert for viruses
- + Notify recipients of viruses



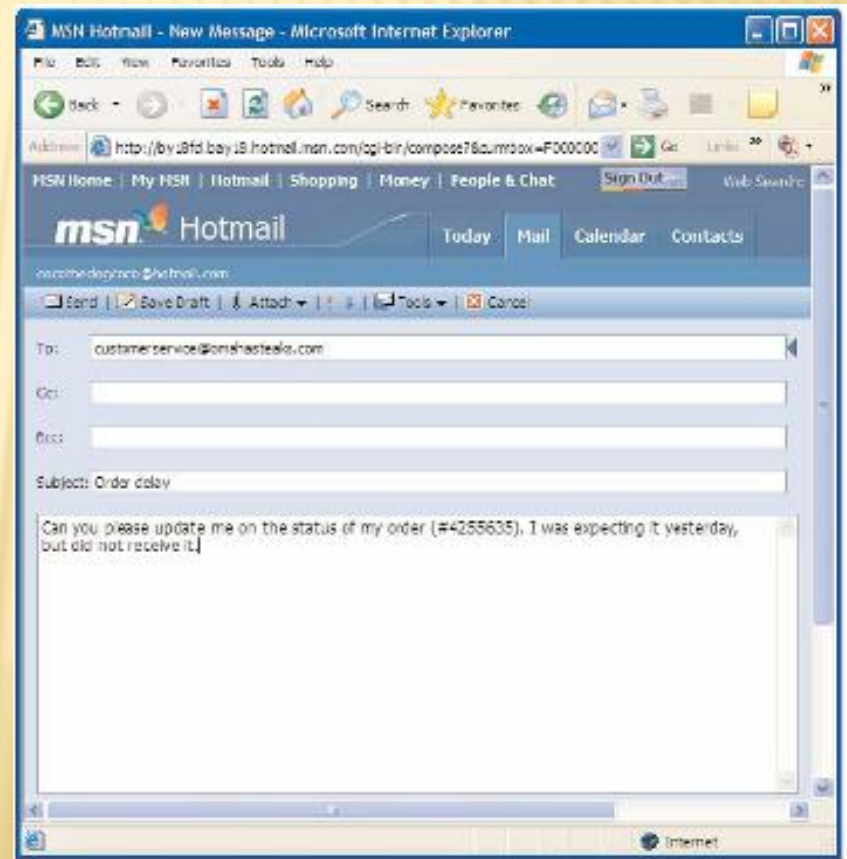
# E-MAIL TECHNOLOGY

- ✖ E-mail systems carry and manipulate e-mail messages
  - + E-mail servers
  - + Based on store-and-forward technology
  - + Very important technology in this modern era
- ✖ [Hotmail](#), [gmail](#) and [yahoo](#) are most important free e-mail providers.



# E-MAIL TECHNOLOGY

- ✗ Web-based e-mail accounts allow you to use a browser to access your e-mail messages





# BENEFITS

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- It is cost effective way of communication with others.
- We can send letters, notes, files, data or reports all using the same technique.
- The recipient working on the computer is not interrupted by the arrival of the e mail.
- The users computer may be off when the mail arrives.
- E-mails are not anonymous, they always carry a address of the originator.
- It is time effective as it reaches its destination in a matter of minutes or seconds,



An abstract painting with various colors including purple, yellow, blue, and red, with visible brushstrokes.

# NETWORKS

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- ✕ Local Area Network
- ✕ Metropolitan Area Network
- ✕ Wide Area Network

An abstract painting with various colors including purple, yellow, blue, and red, with visible brushstrokes.

# LOCAL AREA NETWORK

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- ✖ A computer network that spans/covers a relatively small area.
- ✖ Most LANs are confined to a single building or group of buildings.



An abstract painting with various colors including purple, yellow, blue, and red, with visible brushstrokes.

# METROPOLITAN AREA NETWORK

- ✖ Metropolitan area networks, or MANs, are large computer networks usually spanning a city.
- ✖ They typically use wireless infrastructure or Optical.

An abstract painting with various colors including purple, yellow, blue, and red, with visible brushstrokes.

# WIDE AREA NETWORK


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- ✖ WANs span large geographical area.
- ✖ One LAN can be connected to other LANs over any distance via telephone lines and radio waves.
- ✖ A system of LANs connected in this way is called a wide area network.



# ADVANTAGES AND DISADVANTAGES OF THE INTERNET





Internet has been perhaps the *most outstanding innovation* in the field of communication in the history of mankind. As with every single innovation, internet has its own advantages and disadvantages. But usually, greater magnitude of advantages outweighs its disadvantages.





# ADVANTAGES

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- ✕ Communication
- ✕ Information
- ✕ Entertainment
- ✕ Services
- ✕ E-Commerce



# DISADVANTAGES

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- ✖ Theft of Personal information
- ✖ Spamming
- ✖ Virus threat
- ✖ Unethical data



# ASSIGNMENT

- ✘ Make at least one e-mail address on each at Hotmail, gmail and yahoo and send an e-mail with any simple attachment (word file) at following address;
-