

USING A BASIC SEARCH¹ ON THE INTERNET

- 1) Start by *clicking* on the button at the top center that has the word **search** on it.
- 2) This will bring you to an Internet page that has many options for all different kinds of searches.
- 3) Near to the top (or towards the center) of the page (that you are viewing) will be a white box with no text in it. (Further down the page will be a listing for more specific searches such as phone, e-mail or yellow pages.)
- 4) *Type* in what you want to look for in this box.
- 5) *Click* on the button to the right of the box that says either **search** or **go**.
- 6) A screen will appear that contains your search results.
 - This page will begin with a number showing you how many web pages contained the words you searched for.
 - The list of possible matches will follow further down the page. *Scroll* down the page to view your options.
 - When you see a page listed that looks like a match for your search just *click* on the title to go directly to that website.
 - NOTE: Not all pages shown will have anything to do with your topic selected! Different searches² use different technology for their search process and different results will vary considerably.

The text style of "***bold Italic***" text is used to indicate something that you must do to accomplish what is described.

The text style of "**bold type**" is used to indicate a specific wording to look for.

The text style of "underline" is used to indicate an object to look for.

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¹ A search is used to find anything on the Internet by topic, word or phrases.

² A search for the word "school" will bring up a list of all websites containing every use of the word "school". To make this more specific of a search try typing in a specific name in quotes. For example typing in "Cathcart Elementary School" would bring up a list of all websites containing the phrase "Cathcart Elementary School". This process narrows down your list of choices to a more suitable list of choices.