Touring the Mac

Session 6: Surf the web

Session 6: SURF THE WEB (Chapter 10)

This session is for those who are already connected to the Internet through their Internet Service Provider (ISP) such as the cable or telephone companies using a high-speed broadband modem.

To browse or surf the web, the software application you'll use is called a **browser**. In your dock, you have an icon for the browser called Safari.

This is the Safari icon that you should see in the Dock. If it's not there, you'll find it in your Application folder.

You can view web pages in your browser, watch movies, hear music, print from your browser, and etc. This chapter will give you some basic tips that will get you started right away.

WEB PAGES: The World Wide Web is comprised of several billion individual **web pages**. These pages are the same as the pages you create in your word processor---in fact, many of them are created in word processors, and the code for most web pages can be viewed in a word processor.


This is a typical web page.

HYPERTEXT: The big deal about web pages is that they have "hypertext links"---**text you click on to make another page appear in front of you**. An example is if you could open a book to its table of contents and touch "Chapter 3," and the page instantly transforms itself to Chapter 3. In Chapter 3, there is a reference to Greek mythology. You touch the words "Greek mythology," and a book about Greek mythology instantly appears in front of you, open to the page you want. That's what web pages do, that's what hypertext is.

The circled items are examples of hypertext links.
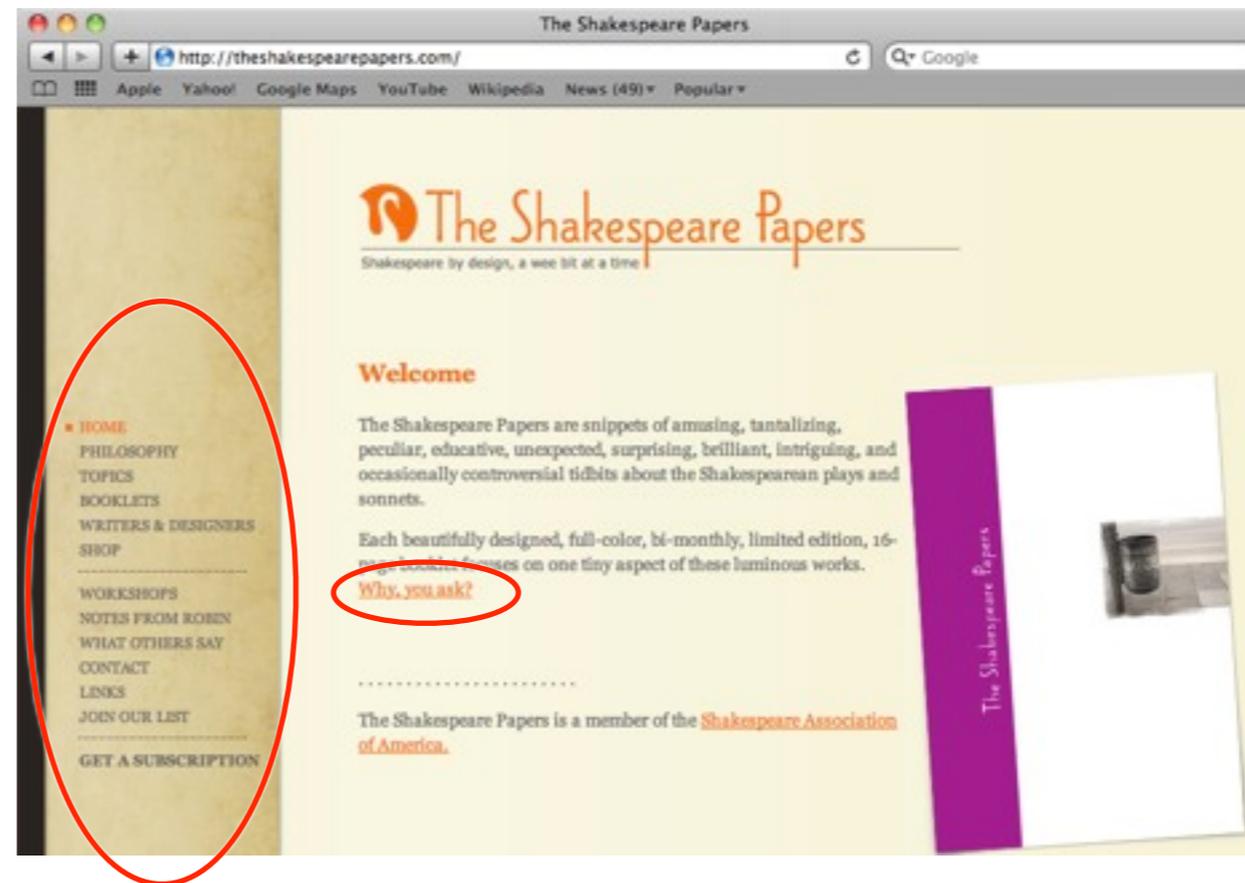
WEB ADDRESS: Every web page has its own address, just like every house in the country has an **address** of some sort. The address is sometimes called a **URL** (Uniform Resource Locator).

This is the web address (the URL).

LINKS: Every web page has **links** on it. Single-click a link with your mouse and new web page appears. A link might be text or it might be a graphic. If it's text, it often has an underline, or at least it's in a different color; if it's a graphic, it sometimes has a border around it.

Even if the **visual clues** of the underline or the border are missing, you can always tell when something is a link because the pointer turns into a hand with a pointing finger. Just run your mouse over the page (without pressing the button down) and you'll see the pointer turn into the browser hand whenever you "mouse over" a link.
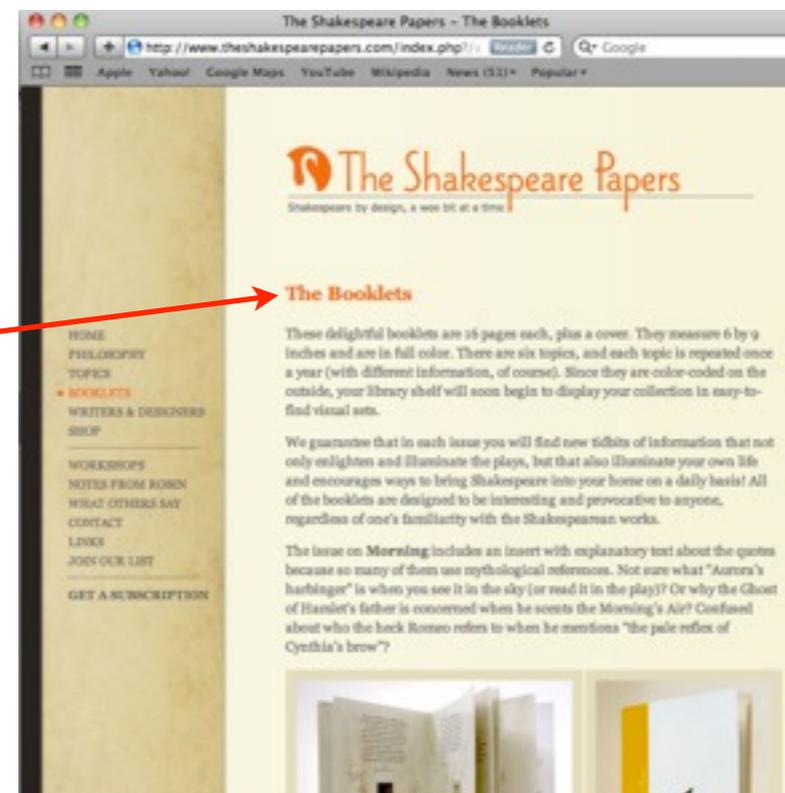
<u>Make the text on a web page larger or smaller:</u> Sometimes the text on a web page is too small to read easily. If so, just press the keyboard shortcut **Command +** and the text will enlarge (that's the **+** key to the left of the Delete key). Press the same shortcut again to make the text even larger.

To make the text smaller, press **Command -** (that's the minus sign, to the left of the **+** key).
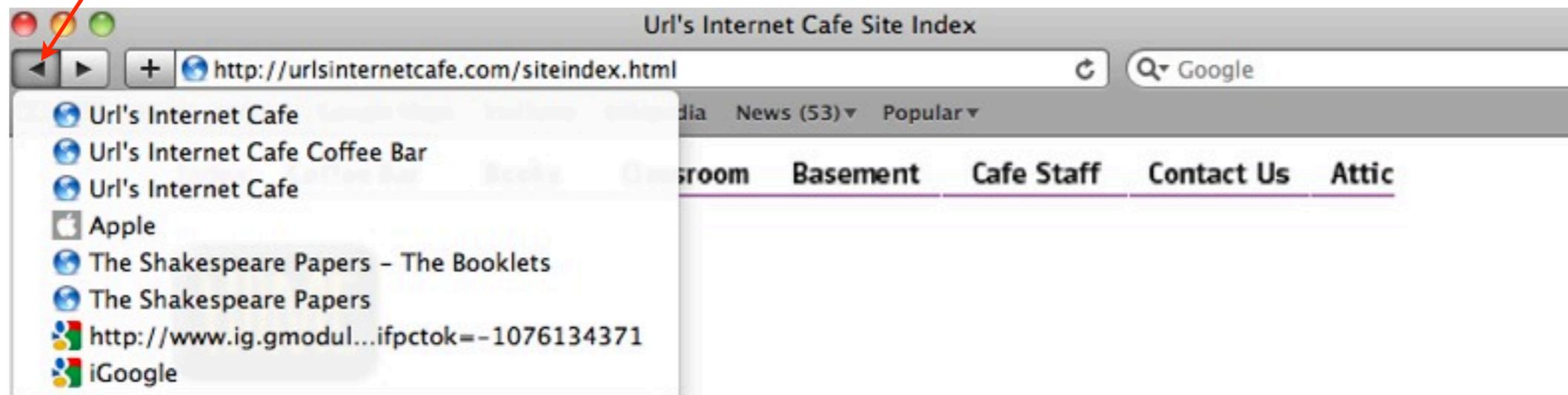
<u>Go back and forth from page to page:</u> You see **buttons** in your **toolbar**. The ones you will use most often are the "Back" and "Forward." The Back button, of course, takes you back through pages you have visited. Once you've gone back, then the Forward button appears so you can go forward again.

Use these buttons to go back and forth through pages you have already seen.
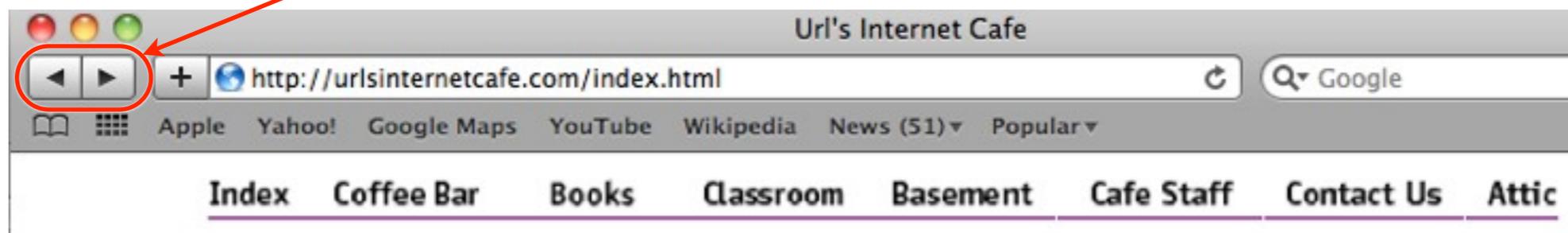
Press the Back button (hold the mouse button down) and you'll get a menu that lists the pages you have been to. Just slide down and choose the one you want to see again.

Url's Internet Cafe Site Index

http://urlsinternetcafe.com/siteindex.html   Q⫶ Google

- Url's Internet Cafe
- Url's Internet Cafe Coffee Bar
- Url's Internet Cafe
- Apple
- The Shakespeare Papers – The Booklets
- The Shakespeare Papers
- http://www.ig.gmodul...ifpctok=-1076134371
- iGoogle

dia   News (53)▾   Popular▾

sroom   **Basement**   **Cafe Staff**   **Contact Us**   **Attic**

Urls Internet Cafe Home Page

Coffee Bar — The socializing room that connects to:

Url's Paris Memoirs — Url Ratz shares his trip to Paris and his search for Kiki.
Sportz Bar — Url's take on the sports scene.
Luddite Lounge — the Cafe's oasis for the digitally weary traveler.
Art Gallery — a collection of art from Url and friends.
Rest Roomz — clean rest rooms and clean graffiti.

**History Menu:** The **History menu** keeps track of every web page you've been to for the past month. You can change how long it hangs on to web pages---use the Preferences, found in the Safari menu. You can set Safari so it only keeps track for a day, a week, two weeks, or an entire year.

To eliminate everything from the History menu, scroll to the very bottom of the menu and choose "Clear History."

You can also use the History menu to go directly to pages you previously visited.

"Clear History" is located at the bottom of the menu.
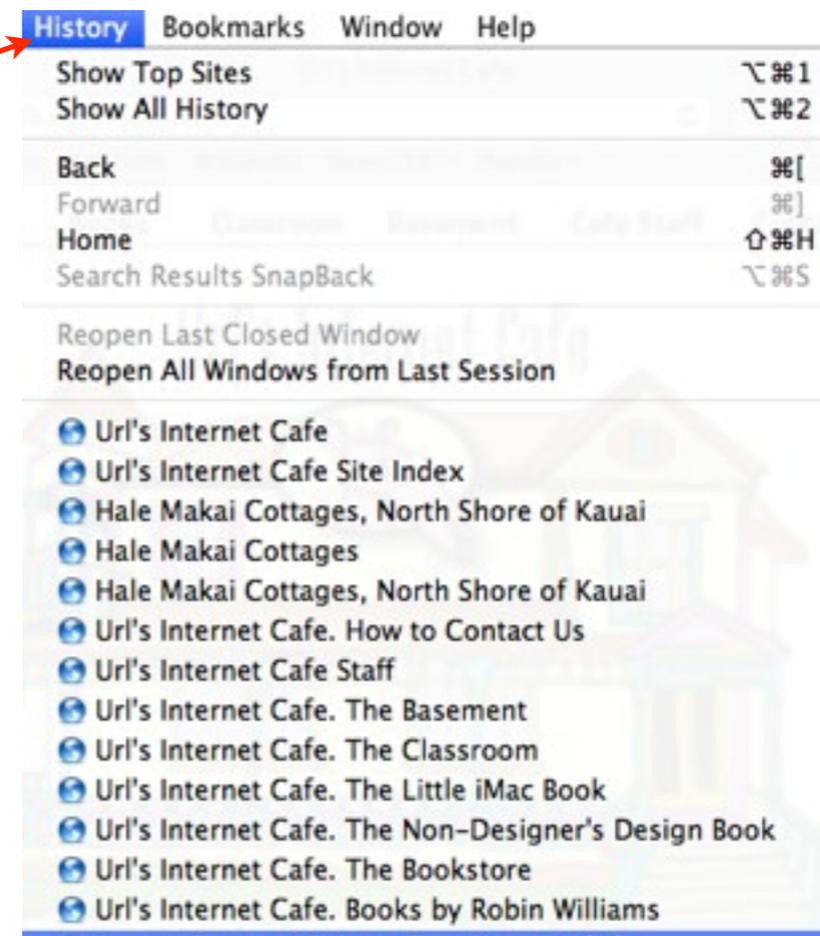
Open a new browser window: You can have lots and **lots of browser windows open.** This comes in handy when you really like a page, or maybe a page has several interesting links you want to follow and when you go to another page you don't want this one to disappear. So instead of clicking the link to get another page, **Control-click** it (hold the Control key down and click once). You will get a menu right there in the middle of the page, and one of the options is "Open Link in New Window." Choose that option---a new window with the new page will open <u>in front of the previous window.</u>

Hold down the Control key and click a link to get a menu like this. The options in the menu differ depending on what you click.

The Back button on the new page will be <u>gray</u> because, since this is a new window, it has nowhere to go back to. Your original page still retains all of the Back pages in its list.
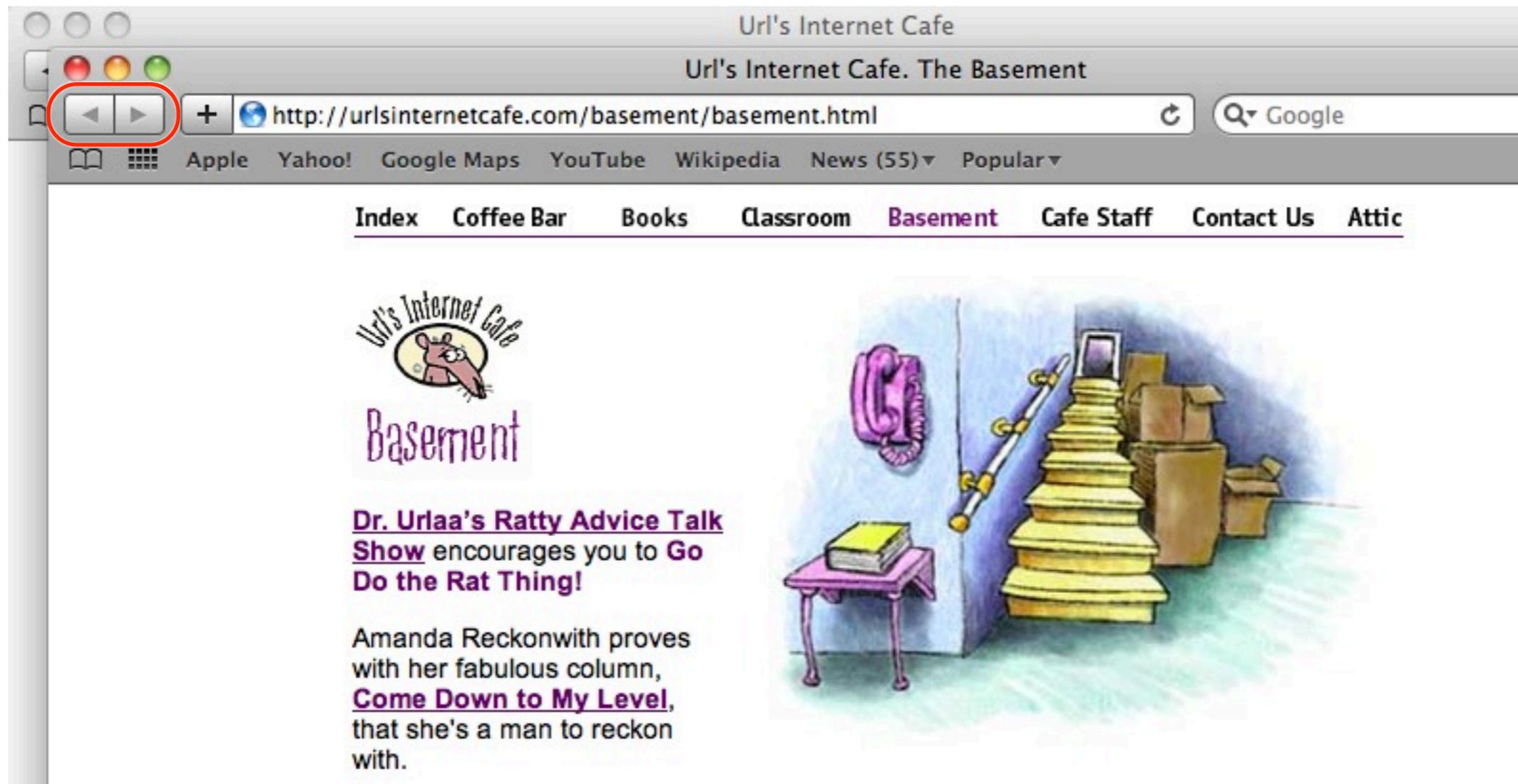
Check the dock: When multiple, individual web pages are open (not tabbed pages), they can all be displayed in the **Dock pop-up menu.** Control-click (or right-click if you have a two-button mouse) the Safari icon in the Dock, as shown below, and choose the page that you want to come forward.
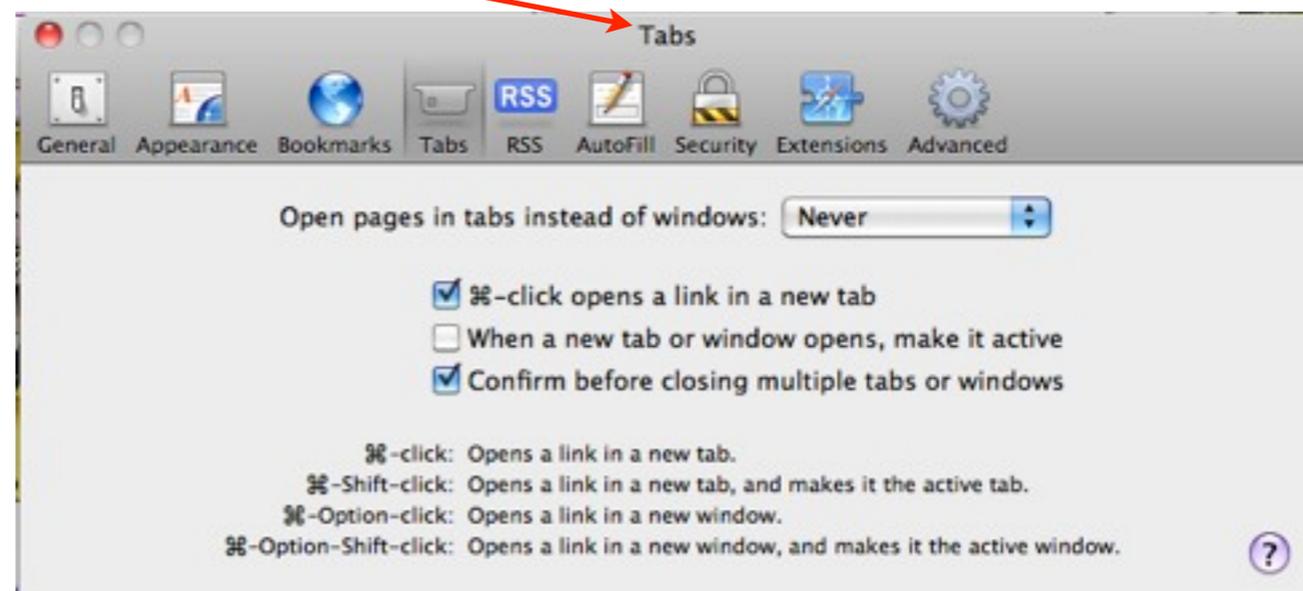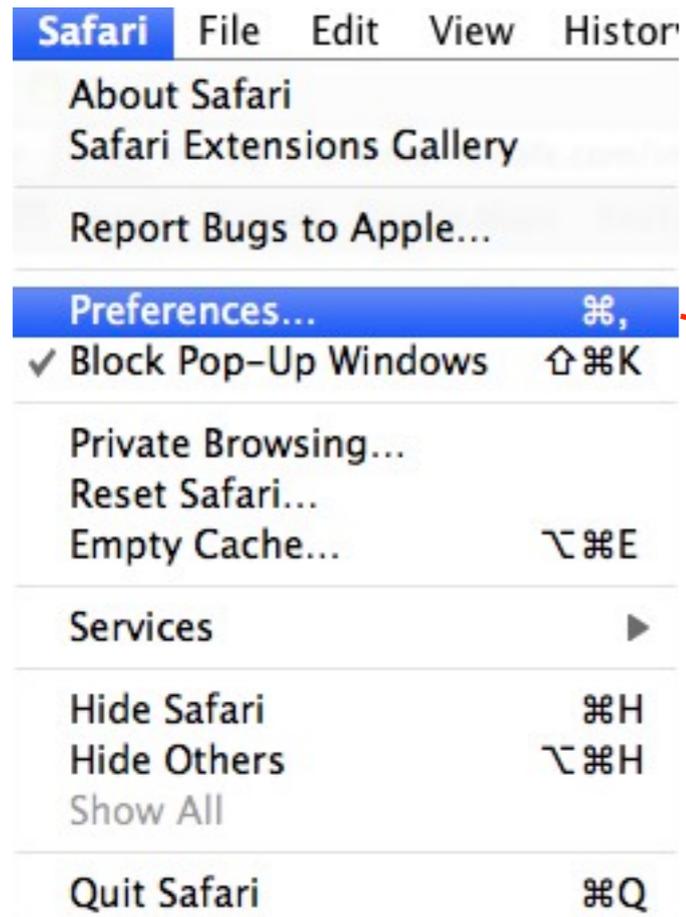

Control-click the Safari icon in the Dock.

Open windows in tabs:

- Go to the Safari menu, choose "Preferences...," then click the "Tabs" icon. Make sure there is a check next to "⌘-click opens a link in a new tab." Close the preferences.

- To open a page in a new tab, **Command-click** any link. That new page opens behind the existing page in a new tab---you can see the tab beneath the toolbar. Click the tab to open that window.

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<u>Enter a web address:</u> To enter a web address, type it into the "Location" box at the **top** of the window, in the toolbar. **After you type it in,** hit Return or Enter to tell the browser to go find that page. Notice carefully in the illustrations below where the Location box is located.

This is where you type the web address (the URL).
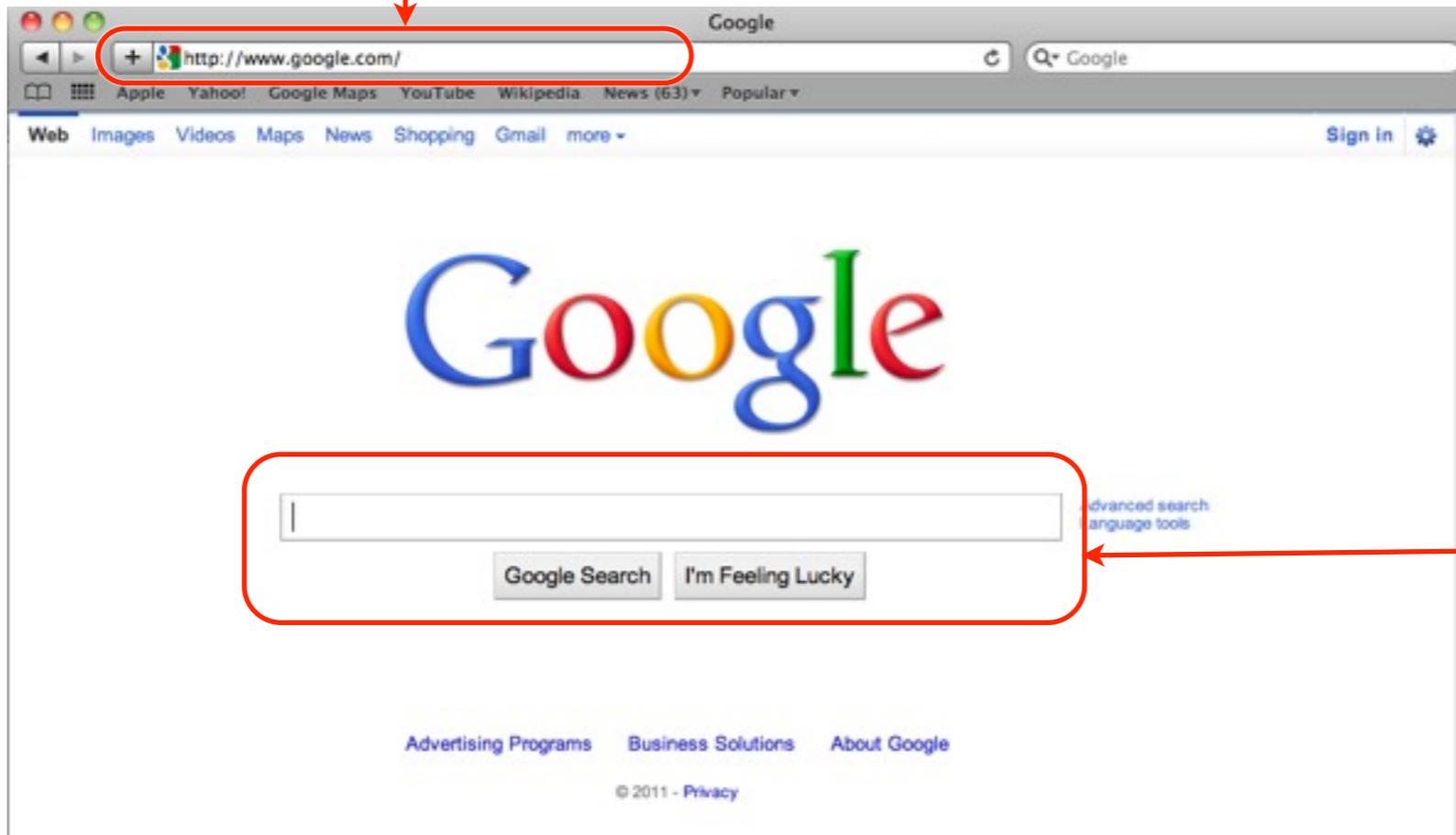
DO NOT type a web address in this field! This is the search field.

Shortcut to enter address: On the Mac, you don't have to type the entire web address. You never need to type **http:// (HyperText Transfer Protocol).** If the rest of the address is in this format, www.**something**.com, all you need to type is the **something.**

For instance, to go to http://www.**apple**.com, all you need to type is **apple**, then hit Return or Enter. The browser looks for a .com address with the name you entered, and if it finds one, it takes you there. The company.com part of the address is called the **domain.** (If the browser cannot find a web site with that domain name, it does a search for that topic and shows you the results of the search.)

If the address uses another domain identifier, such as .org or .net instead of .com, you'll have to type .org or .net, etc. And if the address has other slashes and stuff, you'll have to type everything after the domain.

After the slash, you MUST type capitals or lowercase as the web address is written.

You don't have to type this part.

http://www.TheUnderstanders.com/

In this area, it doesn't matter whether you type capitals or lowercase.
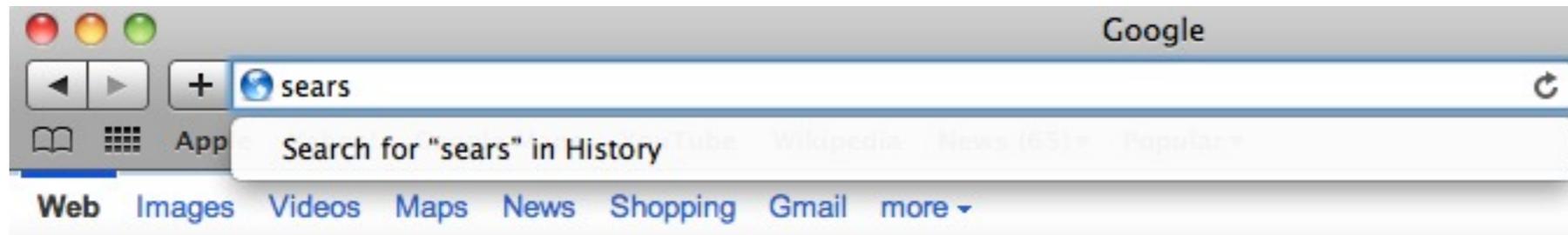
Use a web address shortcut:

In Safari, use the shortcut Command L. This highlights the Location box where you enter an address.
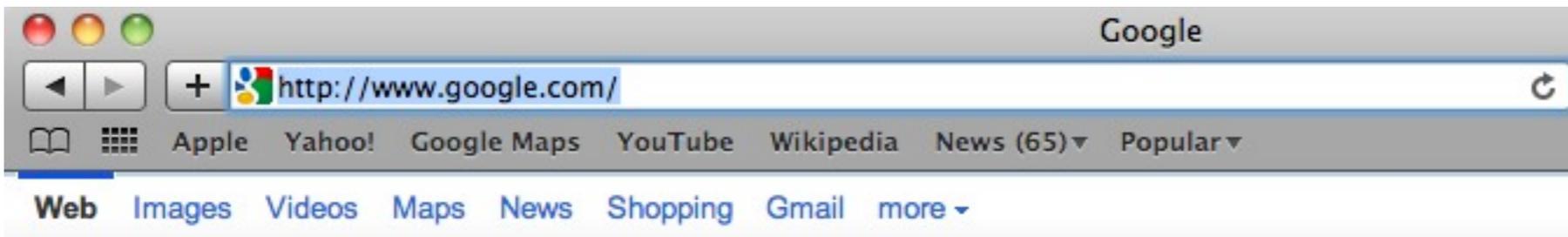

Type sears.

Hit Return.

<u>Choose your Home page:</u> You can choose your own Home page. "Home" in a browser is the page you find yourself going to the most while you're surfing the web. For instance, I chose Google.com as my home page.

When you click the "Home" icon in the toolbar, Safari instantly displays the web page you have chosen as your home page.
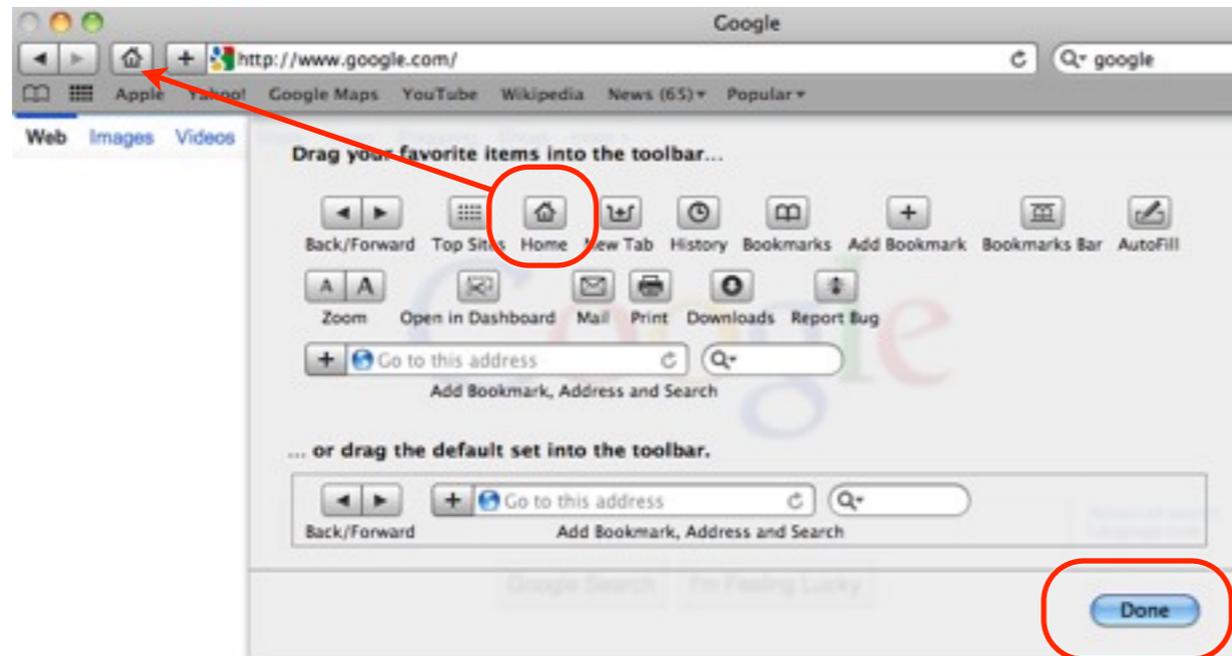
If you don't have a Home button in your Safari toolbar, put it there:
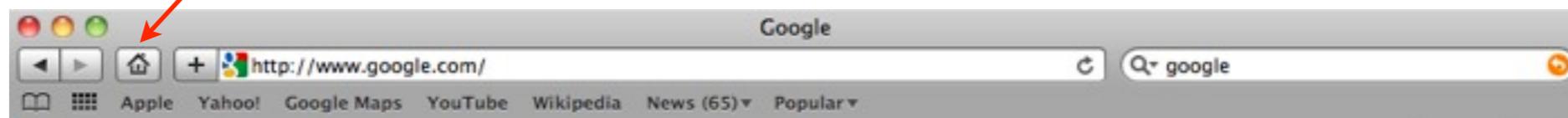
- From the View menu, choose "Customize Toolbar...."
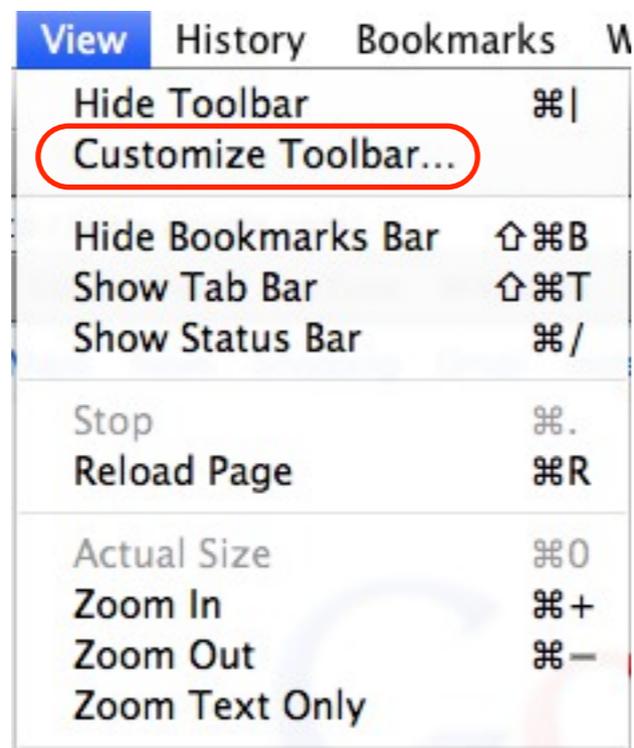
- Drag the Home Icon into the toolbar. Click the "Done" button.

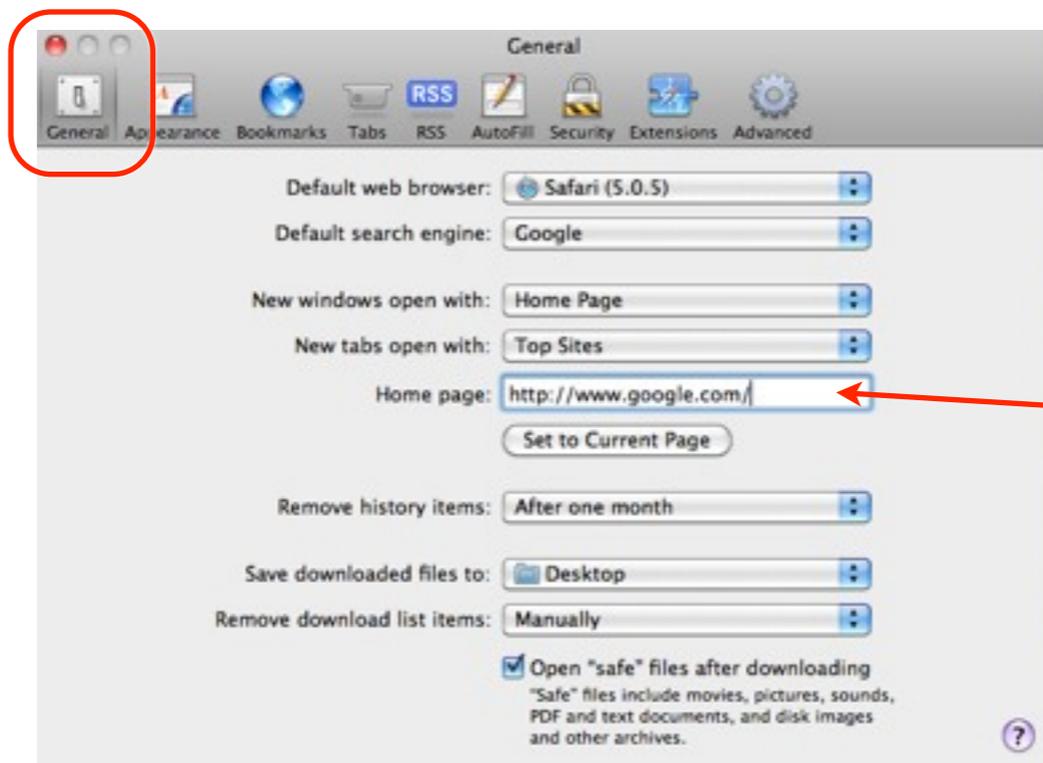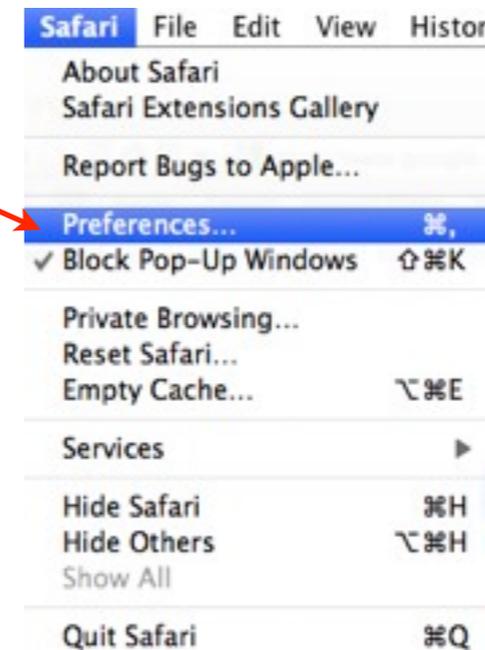**This is the <u>Home</u> button.**

Choose your Home page.

- Single-click the blank area of a web page to make sure Safari is active.

- From the Safari menu, choose "Preferences...."
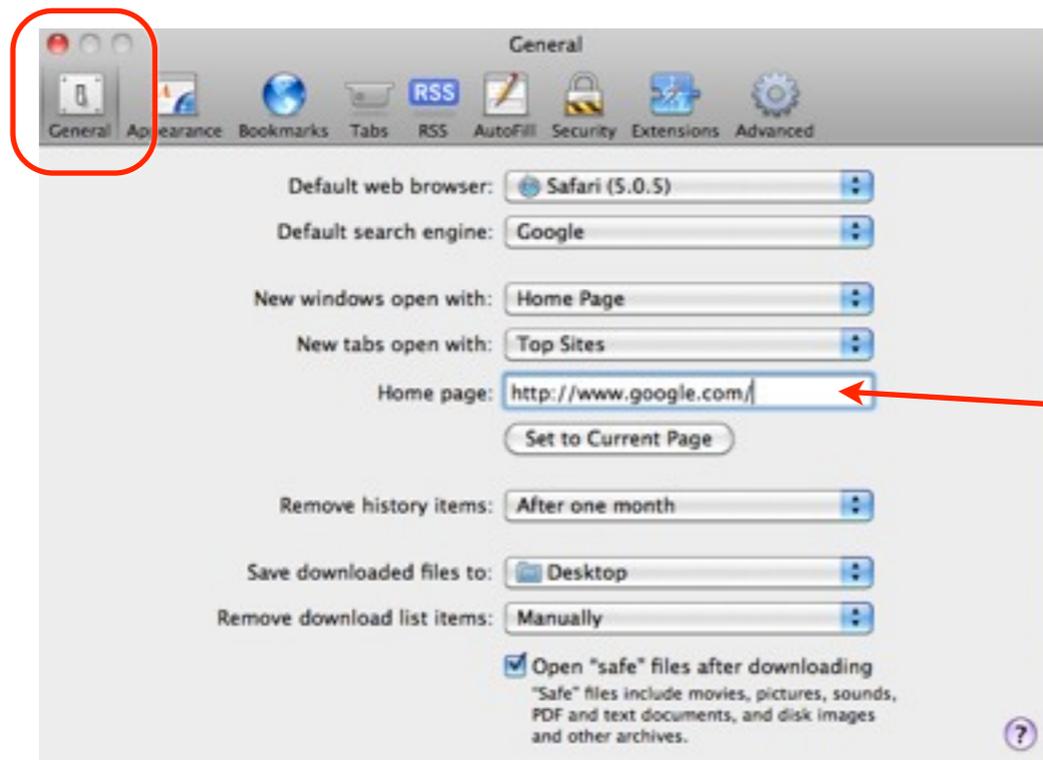
- Single-click the "General" icon in the toolbar.

Whatever address you type in here will become your "Home" address. Whenever you click the Home button in the toolbar, you will go to this page.

Choose your Home page.

● In the "Home page" field, type the complete web address of the page you want as your Home page.

● Click the red Close button.

Whatever address you type in here will become your "Home" address. Whenever you click the Home button in the toolbar, you will go to this page.

● Single-click the Home button in the toolbar and it takes you to the web page you specified.

Bookmarks: As you browse the web, you'll find web sites you really like and want to come back to. For these sites, make a **Bookmark**.
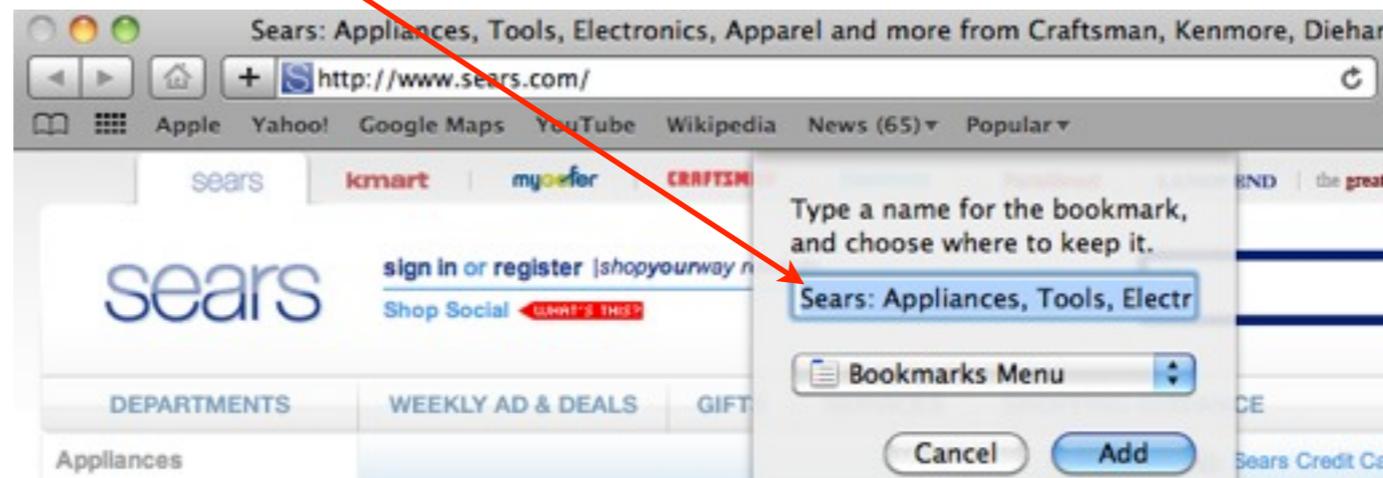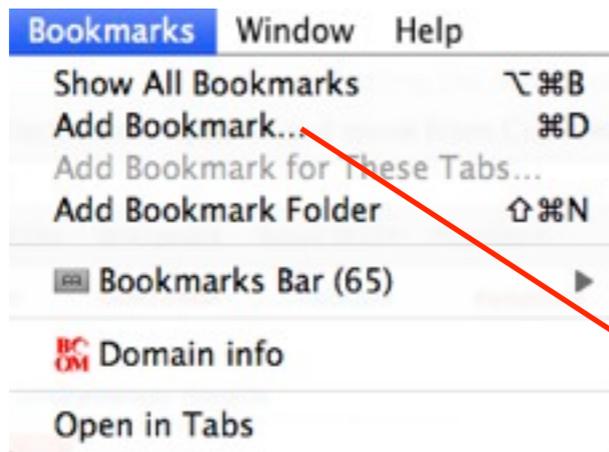
- Press Command D while viewing the page, or click the + button in the toolbar. You'll be asked to give the bookmark a name that means something to you.
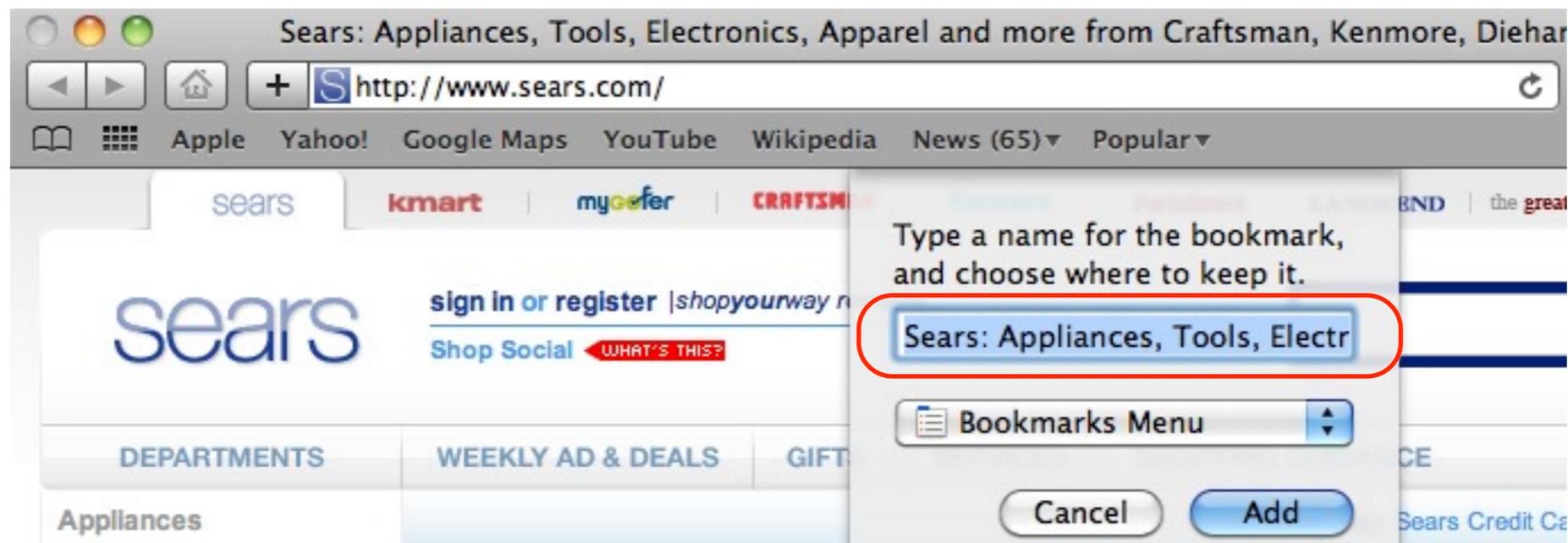
Bookmarks:

- Or, go to the Bookmarks menu and choose "Add Bookmark..." and give the bookmark a name that means something to you.

Bookmarks:

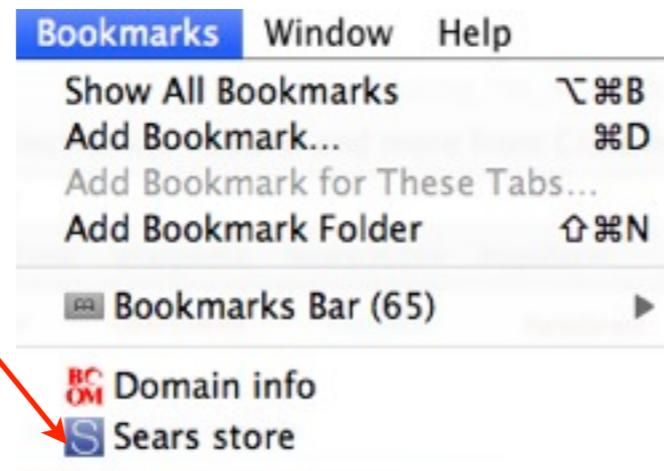Once you have a bookmark, that page shows up in your Bookmarks menu and you can just choose it from that menu.

Below is a bookmarks list. Whenever you want to return to one of these pages, choose it from the Bookmarks menu.
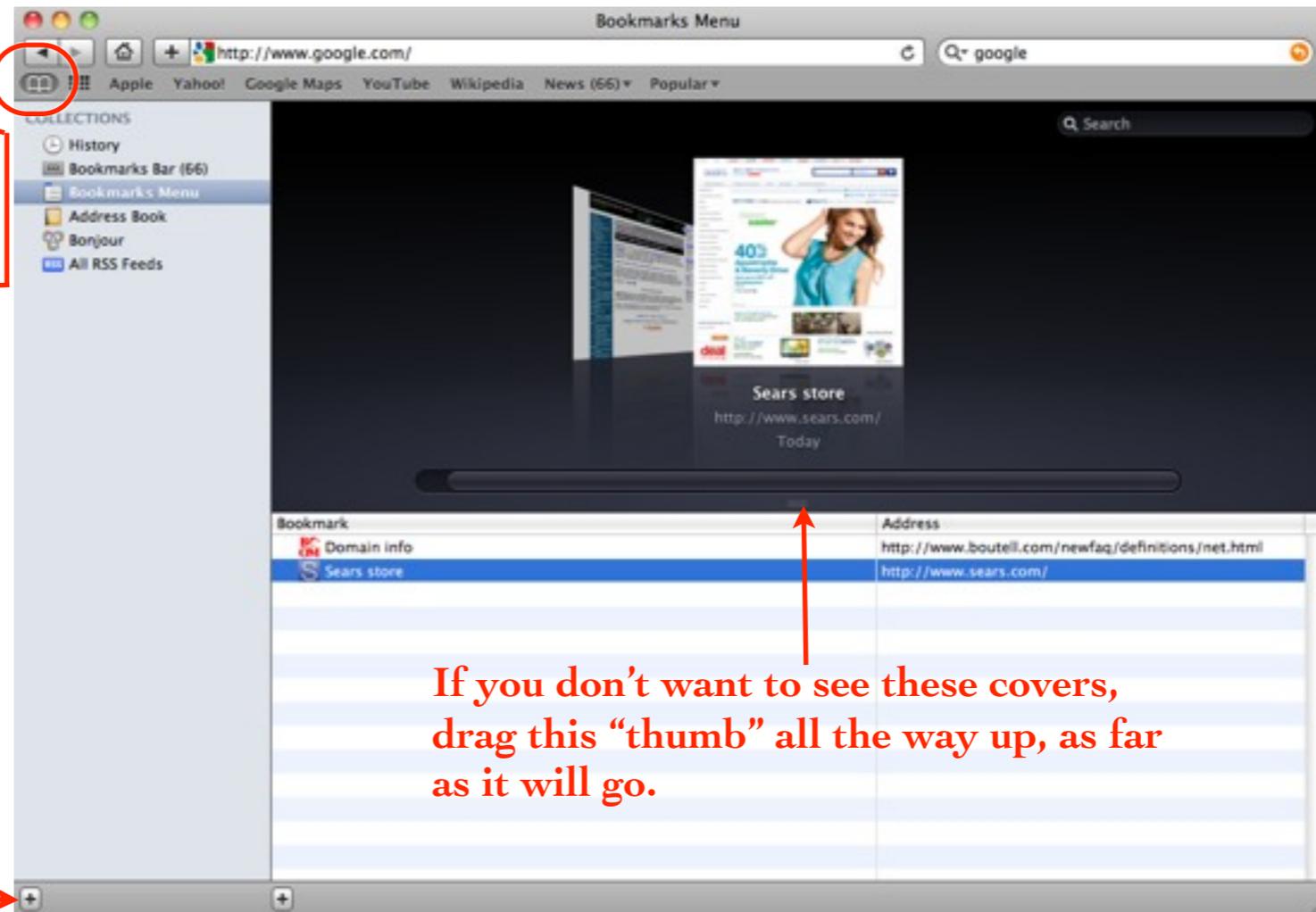

This is the Bookmarks Bar.

View Bookmarks in Cover Flow: Safari can also display your bookmarks in a "cover flow" view. To see all your bookmarks, click the "Show all bookmarks" button on the left end of the Bookmarks Bar, circled below. You can make folders in which to store your bookmarks, drag them up or down to reorganize them, and search through them all.

Select where you want a new bookmark folder to be placed.

If you don't want to see these covers, drag this "thumb" all the way up, as far as it will go.

Click this + sign to create a new folder in which to store bookmarks.

Put a web page link in your Dock:

- In Safari, go to the page you want to put in the Dock.

- Drag the tiny icon to the left of the web address in the location box down to the <u>right</u> side of the dividing line in the Dock or on the Desktop, then let go.
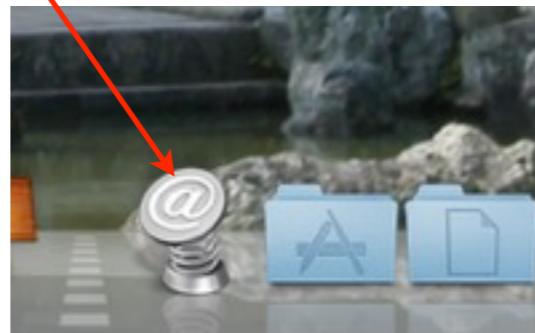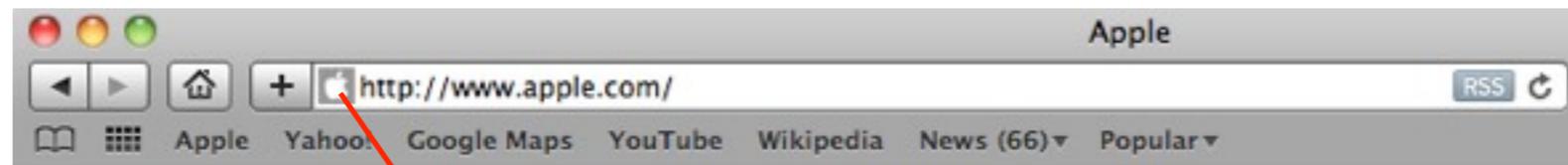
When you hover over the icon with the mouse, you'll see the web page title.

- You'll get one of those springy-things in the Dock. Whenever you want to go to that page, just single-click the spring. If your browser is not open, this will open it.

Top Sites page: Safari keeps track of the sites that you return to over and over again and displays them in the "Top Sites" window. To show the Top Sites window, as seen below, single-click the tiny grid in the Bookmarks Bar, or go to the History menu and choose "Show Top Sites."

You can drag pages into different positions, but they are going to change anyway as you go to new sites.

Click the "Edit button and you'll get an X and pushpin on each page. Click the X to delete that page, and click the pushpin to pin that page permanently into position.

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Search tools: Use a **search tool**, often referred to as a **search engine,** to find the web pages you want. You don't have to buy or install search tools---they are just on the web, like any of the other web pages. But they are different from other web pages in that you can type in the names of subjects you want to find and search tool will go look for it.

Important Point Number One: When you enter a query in a search tool, it does not go running all over the world looking for pages that match your query. **It looks only in its own database** that it has compiled according to its own special criteria. You might ask three different search tools to find "Poodles" and come up with three different lists of web pages about Poodles.

Important Point Number Two: Each search tool has different rules for finding information.   **Read their Tips or Help section.** It will tell you critical details about how to enter a query so results can be found. As search tools are improved, their rules change, so when you see a new look on your favorite search page, check the Help section again.

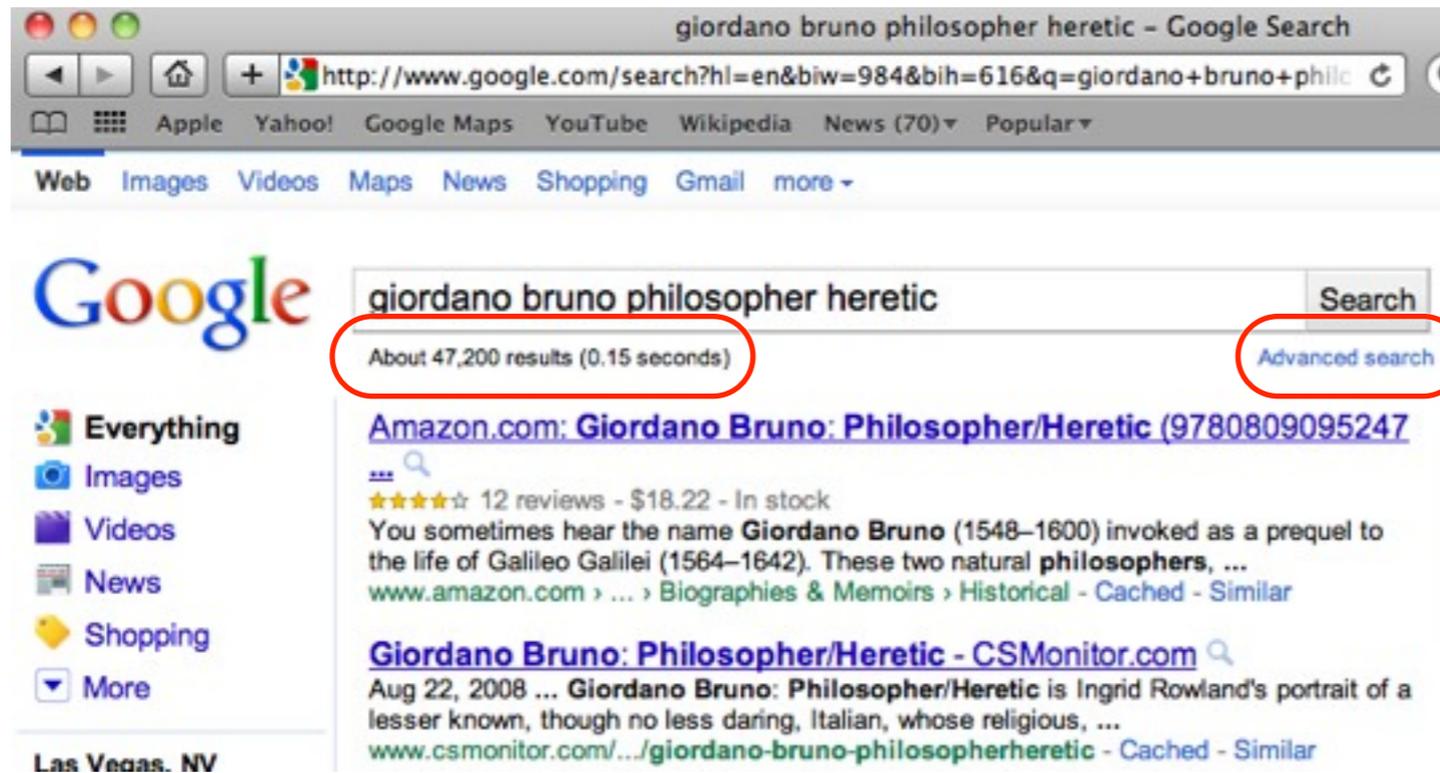**Search using Google:** Enter this web address: google.com.

Or, no matter which page you're viewing, you can use this field to search in Google.
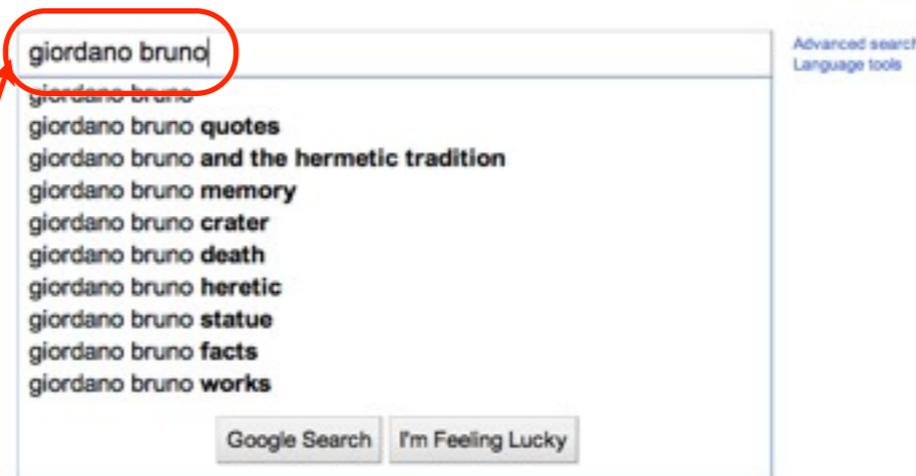
Type your query in here. You'll notice that Google gives you options as you type. Select any of those options or type in your own search request.

Press Return or click the "Google Search" button.

To narrow the search, read the search tips for that web site. Every search tool gives you tips on how to find specifically the item you want.
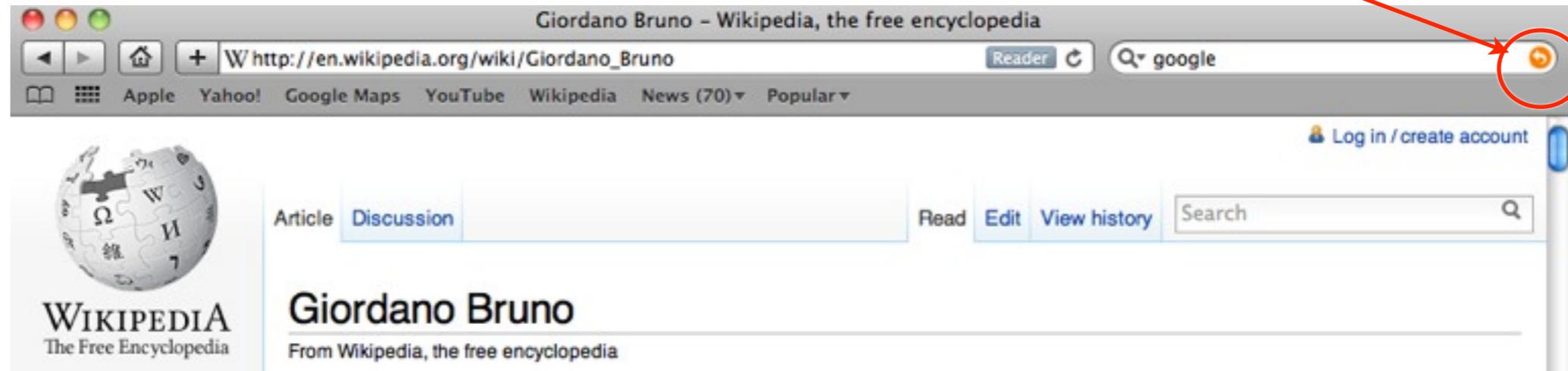
These are the results of the simple search shown above.

Single-click any link to go to that page.

If you **Command-click** a link, the new page will open in a **new tab**. That way you won't lose this page full of results.

Or after you go to another page, click on the tiny orange arrow that appears in the Google field to return to the page of results.
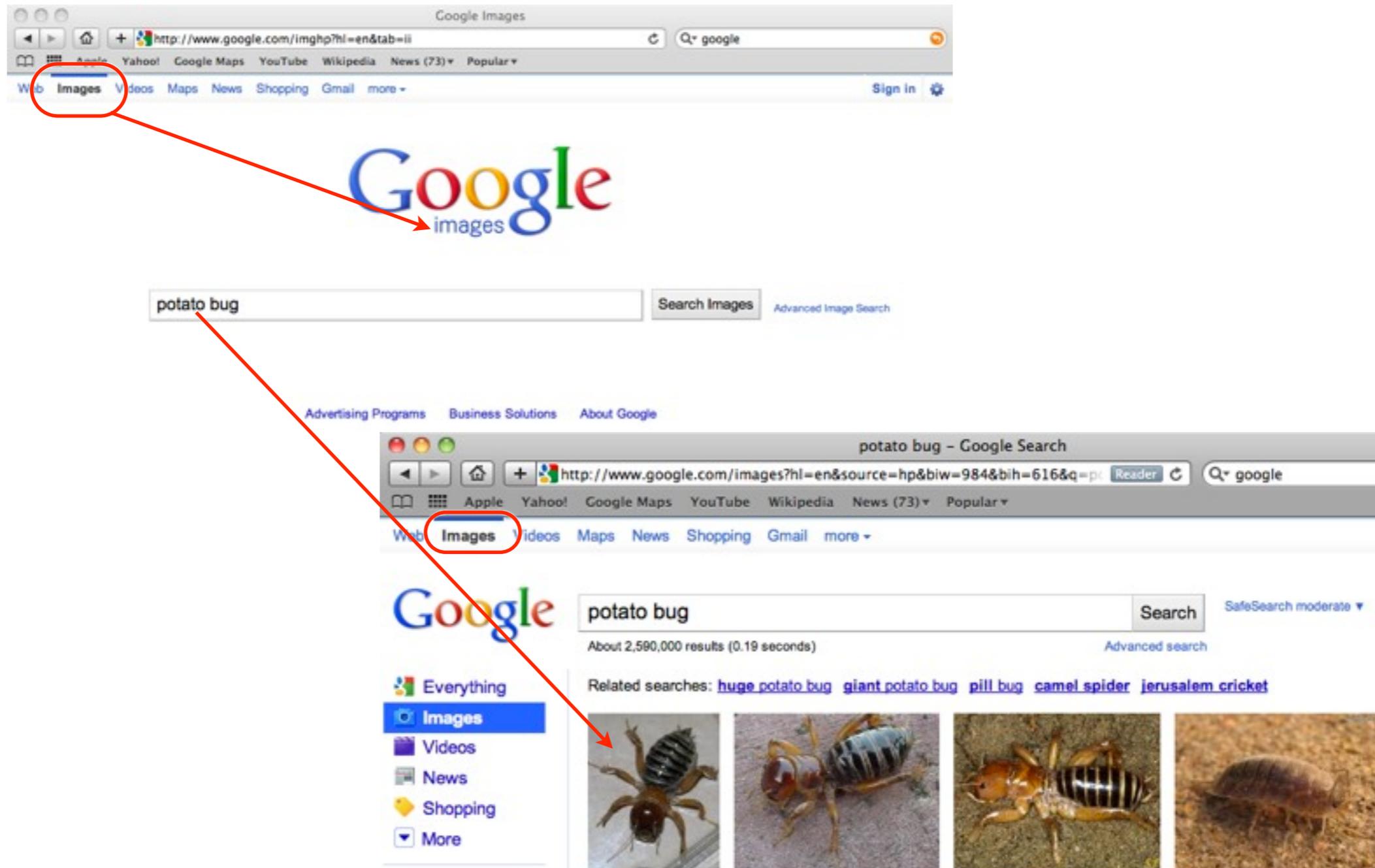

Try other search tools:

yahoo.com, bing.com, dogpile.com, exalead.com, altavista.com, lycos.com, excite.com

Find a search tool you like and then spend some time getting to know all of its features.

In this example, I clicked the link to search for "Images," typed "potato bug," and got the results shown below.

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Extra tip: In Google, put a - sign (minus sign or hyphen) in front of a word to exclude that word.

For instance, to search for images of the bird **phoenix**, but not the city, enter:

phoenix bird -arizona

To make sure pages about River Phoenix (the actor) don't appear either, enter:

phoenix bird -arizona -river

Remember:

- You don't need to type **http://** in a web address.

- Make and use your **bookmarks.**

- Read the **search tips** in Google to learn how to find what you want on the web.

- Take advantage of the **Home** button.

The End