

Beginning Internet Class Exercises

Entering and navigating a website:

1. Locate the **address box** and click once in the box. The words should turn blue.
2. Type **www.9news.com**. Hit the enter key.
3. On the left side of the page there is a menu bar. Find and click on the word “Weather”. This is a **link** that will take you to the page on weather.
4. What is today’s high temperature? ____ Low temperature? _____
5. Locate the words “complete forecast” in blue. Notice when you move the mouse over the words, the cursor changes to a hand. This means that you can click on that link and go to a different page. Click on “complete forecast”.
6. What will the high temperature be on Saturday? _____
7. Look again at the **menu bar** on the left side of the page. Roll the mouse over the word “News”, but do not click yet. Another menu should pop up to the right. Move your mouse over to that menu and click on the word “Consumer”.
8. What is one headline listed under Consumer News?

Going home:

1. Locate and click on the **Home icon** on the **tool bar**.
2. Under the green Research & Reference Tools bar, click on Databases.
3. A series of links will appear – find and click on the word Genealogy.
4. What are the two **links** that appear under the Genealogy heading?

5. Click on the Heritage Quest link.
6. Click on “Search Census”
7. Under “Surname” type Smith. Under “Given Name” type John. Click on the arrow next to state and select Colorado from the list. Click “Search”.
8. How many results come up for the 1900 census?

9. Click on the “Back” button on the **tool bar**.
10. Erase the given name John and press “Search” again. Now how many results are there for the 1900 census?

Printing from a website:

1. Click on the **link** for the 1870 census. A list of names should come up.
2. Click on the word “File” on the **menu bar**. Move down the menu with your mouse until you highlight the words “Print Preview”. Click on “Print Preview”.
3. At the top of the page, find the section that says “Pages 1 of _____”. How many pages is your document? _____ Use the arrow to the right to look through the pages.
4. Click on the “Print” button in the upper left-hand corner.
5. Click on the radio button (circular button) next to the word “Pages”. In the box, type 1-3. This is telling the computer you only want to print pages 1 through 3 but not page 4.
6. To the right, locate the words “number of copies”. Change that number to 3. This is telling the computer you want three copies of your document. These are the only printer settings you might want to adjust when you are ready to print.
7. If we were going to print, you would click on the “print” button at the bottom. Since we cannot print, click on “cancel”. Click on “close” at the top of the page.

Finding your website:

1. Write the name of one website you would like to visit.

2. After class, use a computer to visit this website. Use the skills you have learned to navigate the website to find information. Refer to your handouts or ask for help at the Reference Desk if you are stuck.