2.1: *What the internet is*

Understanding how the internet works

This section covers:

- Understanding how the internet works
- Using a web browser
- Browsing the internet

What you need to have covered already:

- Switching on your computer
- Using a mouse
- Desktop and icons
- Using the keyboard

The internet is a worldwide network of computers all connected to each other by telephone lines, cables and satellites. It's like a huge library of information.

On the internet you can read the news, shop, pay bills, send emails, watch television programmes and more.

2.1: *What the internet is*

Using a web browser

The information on the internet is contained in websites and on webpages.

To connect to the internet you need an **Internet Service Provider** or ISP.

Your mobile phone company, home phone, cable television provider or even your local supermarket chain can offer you an internet connection.

A broadband internet connection allows you to access the internet.

The address bar has the address of the website you are on. Every website has an address, which is also called a URL.

For example, the URL for the BBC website is:

www.bbc.co.uk

The www stands for World Wide Web. Most websites have this at the beginning.

The BBC is the name of the website.

The .uk shows the BBC website is in the United Kingdom.

2.1: *What the internet is*

Using a web browser

You view websites and webpages in a web browser. A web browser is simply a way of being able to view webpages.

All web browsers have similar features.

You can normally open your web browser from a shortcut on your desktop.

Two of the most popular browsers are Internet Explorer and Mozilla Firefox.

Internet Explorer
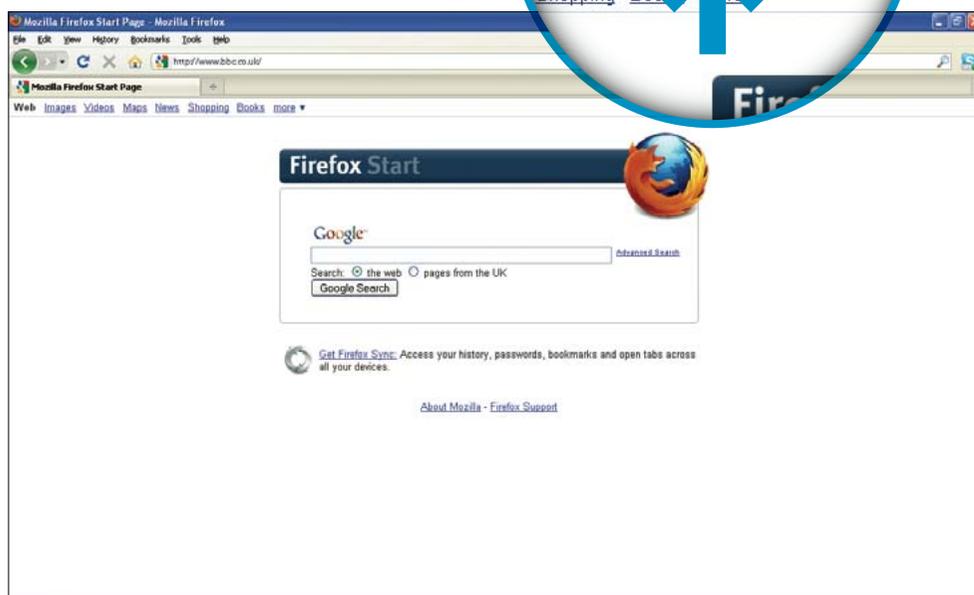

Mozilla Firefox

2.1: *What the internet is*

Using a web browser

At the top of the browser you will find an address bar.

To go to a website you need to put its address into the address bar.

To do this click with your cursor and type the address **www.bbc.co.uk** directly into the address bar.

If there is already an address in the address bar, click on it to highlight it and start to type. The new address will start to appear.

Press the Enter key to go to the website.

2.1: *What the internet is*

Using a web browser

A web browser also has a toolbar. You use the toolbar buttons to move around websites and update webpages.

Click the Home button to go to the first page you see when you open your web browser. The home button looks like a house.

Click the Back button to go back to a page you have already visited.

Click the Forward button to go to the page you were on before you pressed the back button.

Click the Refresh button to reload or update a page you are on.

Click the History button to see what websites and webpages you have already visited.

2.1: *What the internet is*

Browsing the internet and using links

To explore inside a website you need to click on links.

This is called 'browsing' or surfing the web.

A website is like a book which has a front cover or home page, and lots of other pages, which are called webpages.
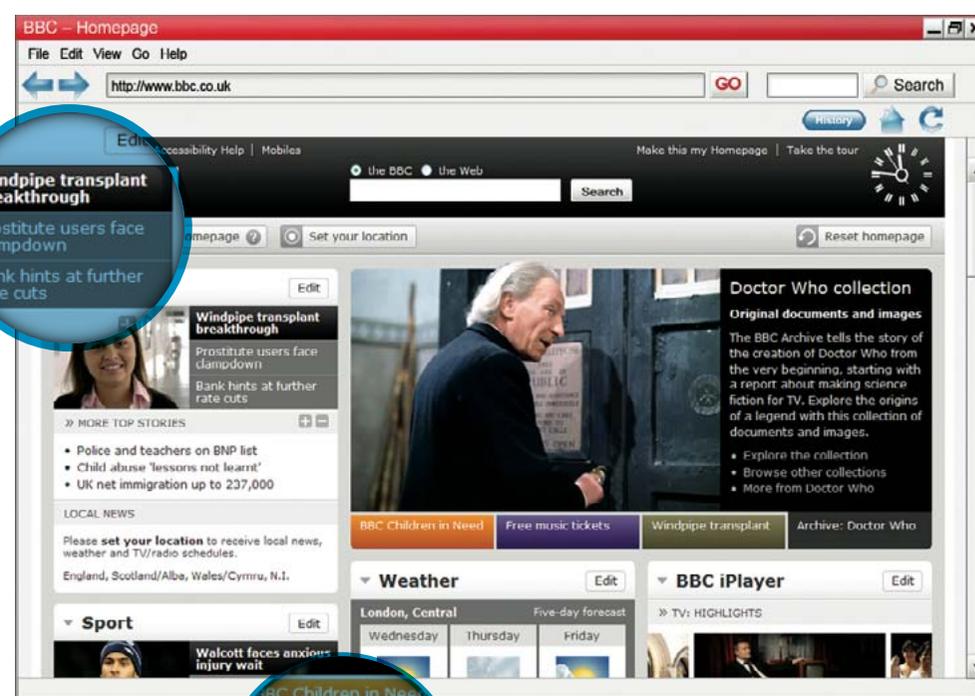
A link can take you to a webpage in the website.

A link can also take you to a different website.

A link can be text, a button or an image.

Links are highlighted so you can spot them.

Your cursor will change to a hand when it moves over a link.

You have now covered '*What the internet is*'.

2.2: *Searching the internet*

Why use a search engine?

This section covers:

• Why use a search engine

• Opening and using a search engine

• Making your search better

What you need to have covered already:

• Switching on your computer

• Using a mouse

• Desktop and icons

• Using a keyboard

• What the internet is

2.2: *Searching the internet*

Why use a search engine?

The internet has millions of websites and webpages. You can search for almost anything – from recipes and local news, to history and gardening tips.

To search the internet effectively you need a search engine.

• A search engine will scan through thousands of websites and webpages on the internet and collect and organise the information it thinks is most relevant to you.

• Some of the most popular search engines are:
  Google www.google.com
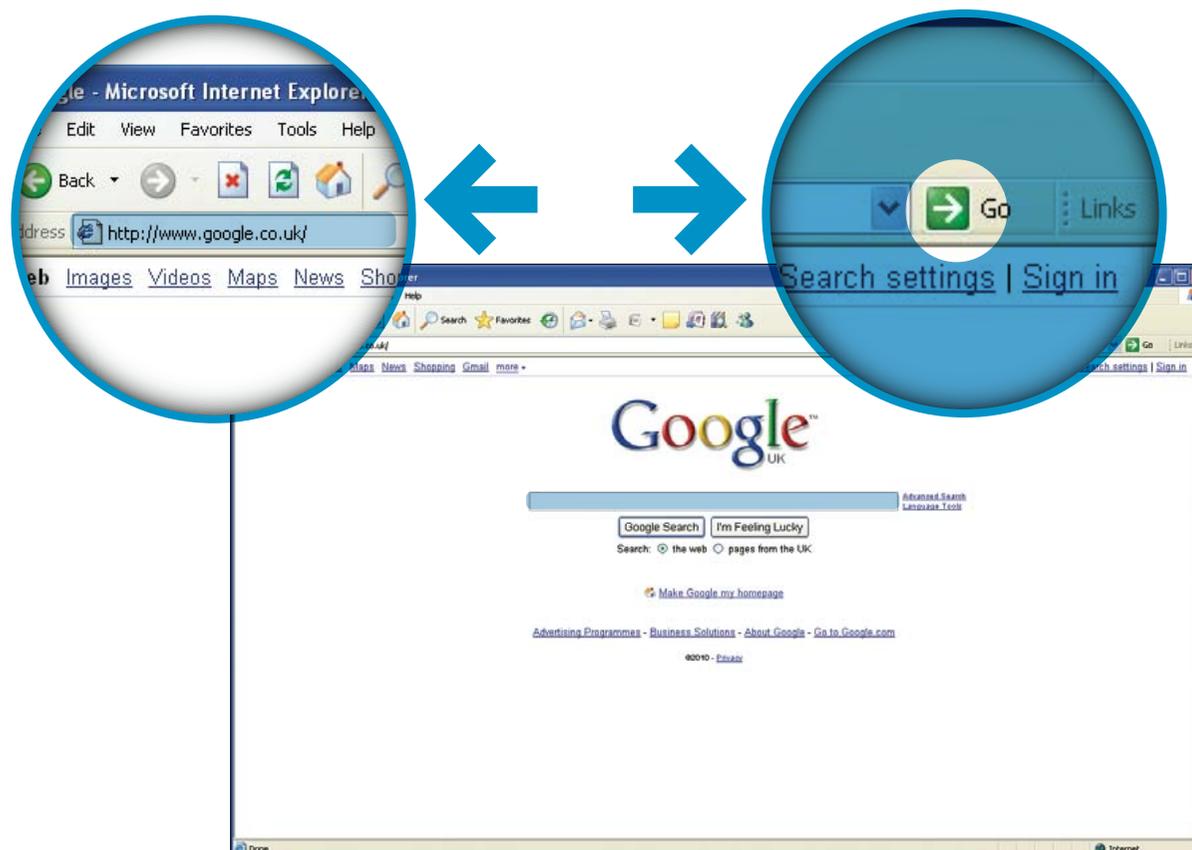 Yahoo www.yahoo.com
  Bing www.bing.com

2.2: *Searching the internet*

Opening and using a search engine

- To use a search engine, for example Internet Explorer or Mozilla Firefox, you need to open your web browser

- Type in the address of the search engine you want to use in the address bar

- Click the arrow key on the address bar or press the enter key on the keyboard. This will take you to the search engine
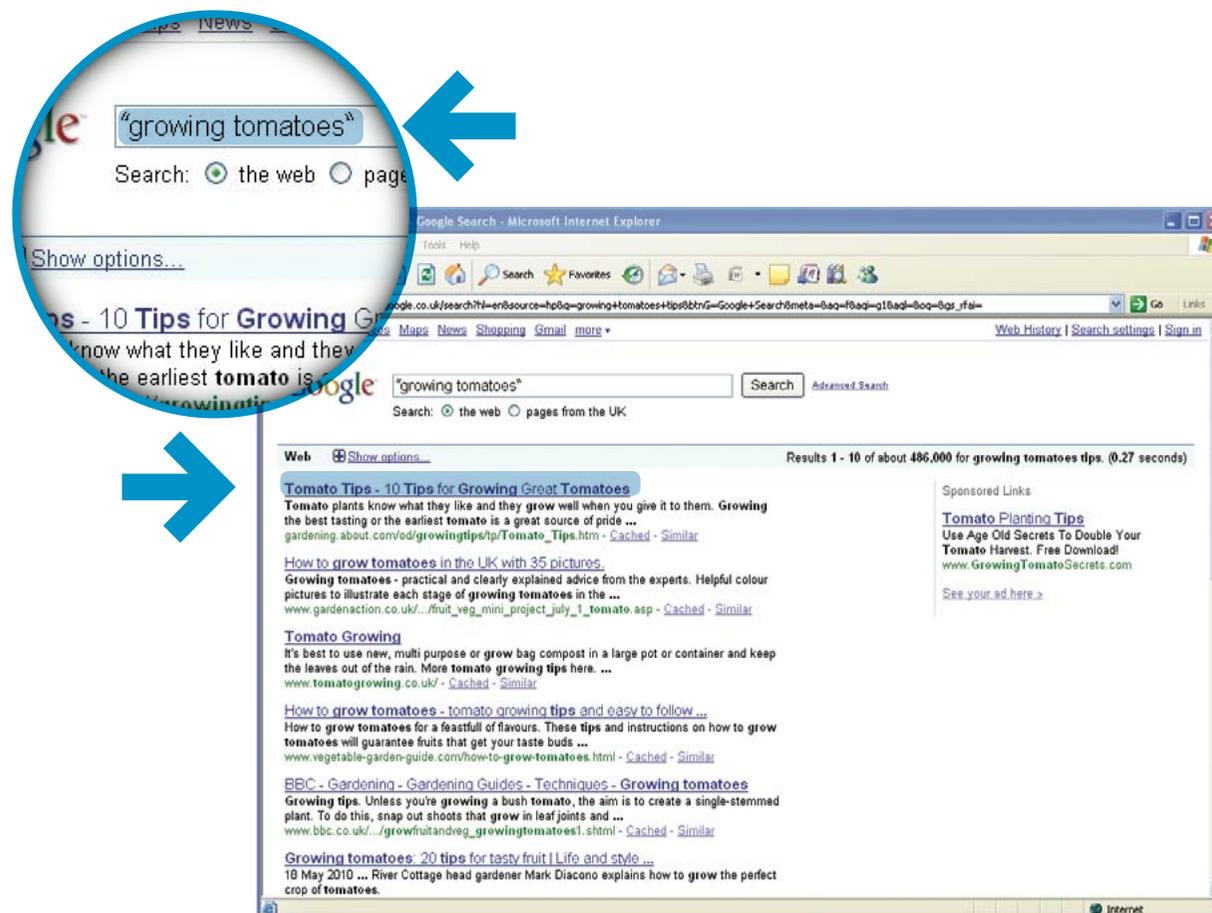
- The search engine has a search box or search field

2.2: *Searching the internet*

Opening and using a search engine

- To search you type key words into the search box and press the search button

- Key words are words that describe what you are looking for in the most simple and direct way, for example "growing tomatoes"

- The result from your search will appear as a list of websites and links. The most popular or relevant will be at the top of the list

- To visit a site, click on a link

2.2: *Searching the internet*

Making your search better

You can make your searching more effective by following a few handy tips:
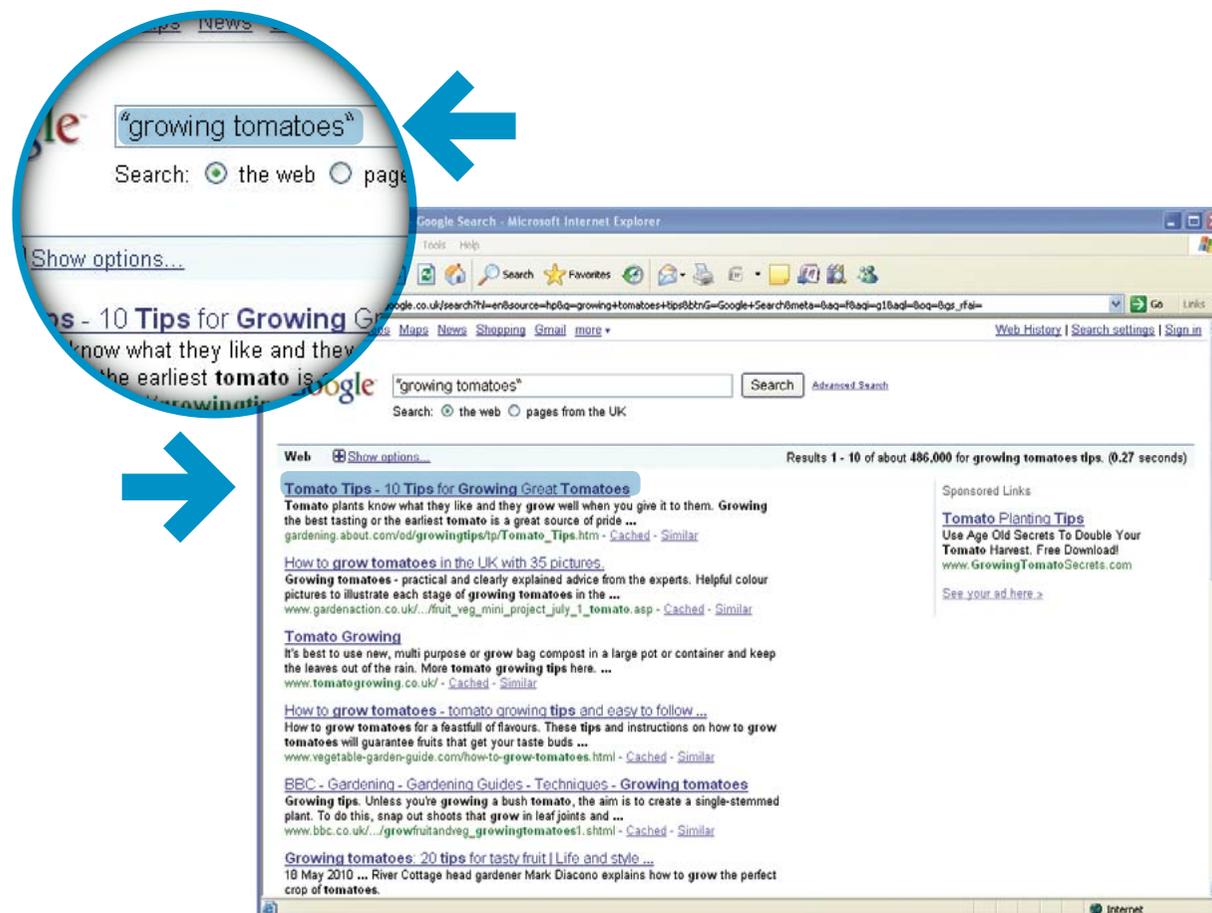
- Use key words not full sentences or questions. For example, instead of typing "I need tips for growing tomatoes" simply type "growing tomatoes"

- If you can't find what you want, try to use different words or a different way of expressing it

- Practise putting key words into the search box and pressing the search button

- A list of search results will appear, with the most popular websites near the top of the list

- To view a website, simply click on the link

Practise searching the internet

You can practise your searching skills with the BBC WebWise **Searching the internet challenge** game.

www.bbc.co.uk/firstclick

Your course leader can help you find it and get started with the game.

2.3: *Staying safe online*

This section is all about how to stay safe when using the internet.

This section covers:

- Software that keeps your information safe on your computer
- How to recognise and prevent suspicious emails
- How to create strong passwords for use on websites
- How to shop safely on the internet
- Where else to go for more information

What you need to have covered already:

- Switching on your computer
- Using a mouse
- Desktop and icons
- Using a keyboard
- What the internet is

The internet is a wonderful tool that has lots of benefits and can make your life better. Unfortunately, the features that make it easy for honest people to use can also be exploited by criminals and people intending to cause disruption.

But you should not let fear stop you using the internet. There are a few simple precautions that can keep you and your password information safe.
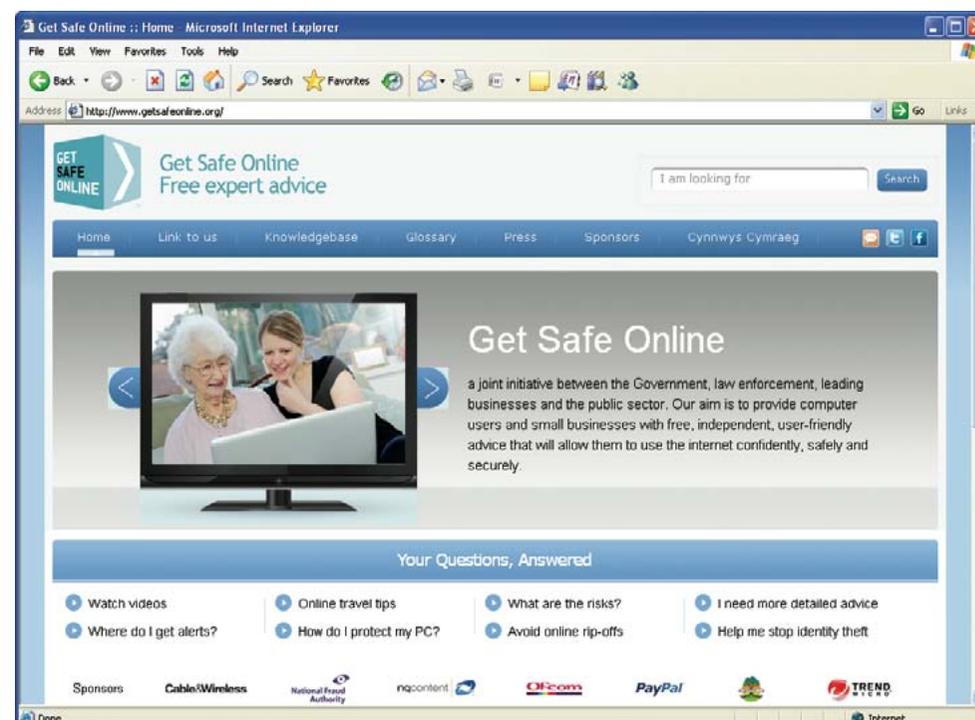
2.3: *Staying safe online*

Making sure your computer is secure

It's important that your computer at home is protected.
You do this with special programmes:

• Firewall software

• Anti-virus software

• Anti-spyware software

You can also find other tips for keeping your computer safe at

www.bbc.co.uk/webwise or **www.getsafeonline.org**

2.3: *Staying safe online*

Keeping an eye on emails

People may send you emails to try and access your private information such as bank account or credit card details.

You may also get SPAM emails which are sent to thousands of people and usually advertise products or services.

To protect yourself against these types of emails follow these tips:

- Don't open an email from someone you have never heard of. Delete it immediately
- If you do open it by accident, don't click on any links. Never reply to a SPAM email
- You can put a block on unwanted SPAM email on your email account – this will also block most fraudulent emails too
- Use an up-to-date web browser as these can warn you against sites that may try to gain your information fraudulently
- Don't give away your password or any personal information. No legitimate company will ever ask you for your password

PLEASE NOTE In Section 3 you will learn all about sending and receiving emails.

2.3: *Staying safe online*

Usernames and passwords

Sometimes you need usernames and passwords to register on certain websites.

A username can be anything you want it to be. You might not want to use your real name as this will help keep your identity unknown and safe.

Choose a password that is memorable and not easy for someone else to guess.

The best type of passwords mix letters and numbers. This is known as a strong password as it is a lot more difficult to work out what it would be.

Examples of a bad password: password
    michaelsmith

Examples of a good password: he770Mum
    Mik35th

- It is safer to have different passwords for different websites.
- You use your username and password to log in to a website
- After you have used a website you should always log off
- Remember – never give your password to anyone

Practise creating a strong password using the BBC WebWise game, **Password High Striker**. You can find it at **www.bbc.co.uk/firstclick**

Your course leader can help you find it and get started with the game.

Password High Striker

2.3: *Staying safe online*

Shopping on the internet

One of the benefits of the internet is the ability to shop from a wide range of stores and buy items on auction sites.

To protect yourself when shopping online follow these tips:

- Use retailers that have a good reputation as 'high street' shops, or established brands
- Follow the security advice carefully on websites that you trust as its there to help you
- Never download illegal software, music or videos
- Make sure that you are on a secure site when you need to give credit or debit card details
- There will often be a padlock symbol either next to the address or at the bottom right corner of the page
- You can find out more information about staying safe on the internet by clicking on '*Safety and privacy*' section on **www.bbc.co.uk/webwise**

PLEASE NOTE
A secure site will start with **https://** The 's' is what indicates it's a secure site.