

# DU Learning Guide

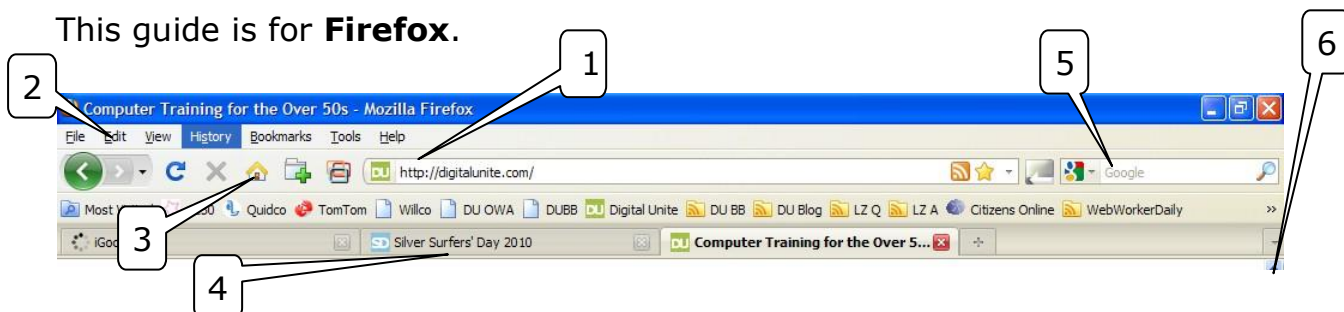
## What is a Browser? (Firefox)

*"It's my window on the web."*

To explore the World Wide Web you use a **Web Browser**.

Two widely used browsers are **Internet Explorer** and **Firefox**. Some of their features are different but they do the same job.

This guide is for **Firefox**.



Key parts of the browser are:

1. The Address Bar shows the web address (URL or Uniform Resource Locator) of the page that is displayed in the browser window.  
If you know the URL for a web page, you can type it into the address bar and press the **Enter** key to display that page.
2. There are Menus that you can use for various tasks. (See below.)
3. Tools buttons (See next page for more details.)
4. Firefox allows you to have several web pages open in different Tabs.  
To open a page in a new Tab, hold down the Ctrl key when you click on a link.
5. You can type words in the Search Box and search the web. The **Search Engine** selected here is **Google**, but you can change it if you want to.
6. Use the Scroll Bar (or Up and Down arrow keys on keyboard) to move the page up or down.

## Printing

To print a web page, use the File menu and select Print.

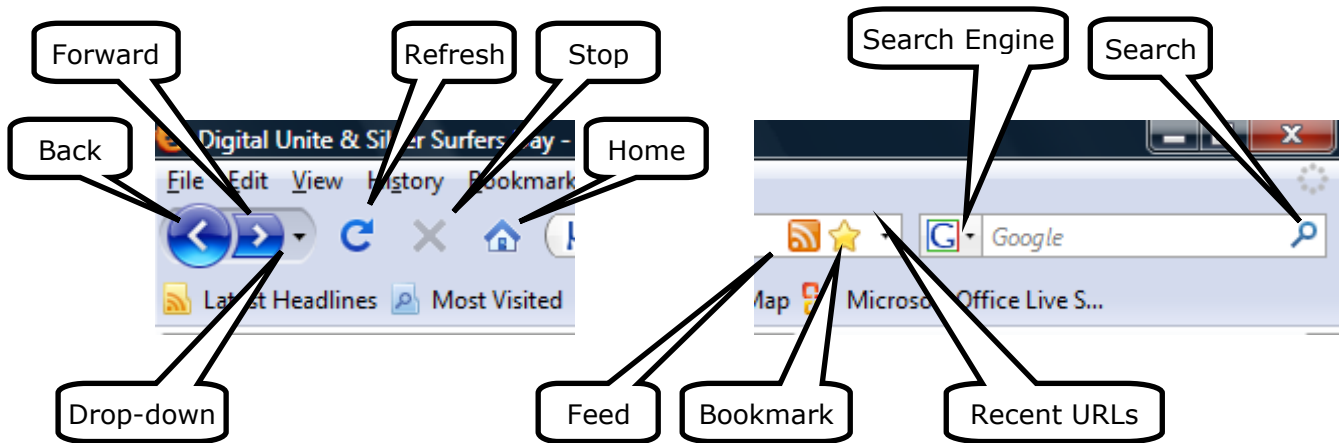
## Change text size

To make a web page larger on your screen use the View menu and select Zoom, then Zoom in.

## Bookmarks

To Bookmark the page you are viewing, use the Bookmarks menu and select Bookmark this page.

## The Toolbar Buttons



- Use the Back and Forward buttons to move between pages that you have previously displayed. The Drop-down arrow displays a list of the pages that you have viewed recently.
- Use the Refresh button to make sure the latest version of a web page is displayed or if a page has not displayed properly
- If a page is taking too long to appear, use the Stop button.
- The Home button takes you to your Home Page.
- Click once in the Search Box and type words that describe what you are searching for, then click the Search button, or press Enter.
- You can choose the Search Engine to use. Click on the drop-down to the left of the Search Box to change search options.
- Feeds are used for updating web pages as you view them. They are often used by news websites. If the button shown above is present, the web page has a feed.
- The Bookmark button lets you add a page to your bookmarks list so that you can find it easily. If a page is already bookmarked the button will be yellow, and is used to edit the bookmark.
- If you have gone to a web page by typing its URL into the Address Bar, you can find it again by clicking the Recent URLs drop-down.

## Change the Home Page

To change the Home Page

1. Click on the Tools menu and select Options
2. A box will be displayed like this.

Either type the URL of the web page that you want as your home page in the Home Page box, or click on Use Current Page

3. Click OK.

